



# Board of Governors

AOC Educational Foundation

1001 N. Fairfax St., Suite 300

Alexandria, VA 22314

## MINUTES

13 March 2025

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### THOSE PRESENT

#### Executive Committee

☎ Tony Lisuzzo, President  
☎ Dennis Monahan, Secretary  
☎ Erik Bamford, International

☎ Amanda Brockermeyer, Vice President  
☎ Jim Utt, Treasurer  
☎ Shelley Frost, Executive Director

#### Regional Directors

##### 2025

☎ Erik Bamford, International I  
☎ Amanda Brockermeyer, Pacific  
☎ Mark Schallheim, North-Western

##### 2026

☎ Maj. Brandon Coleman, Southern  
☐ Jang Pyo “JP” Kim, International II  
☎ Myles Murphy, Northeast

##### 2027

☎ Frank “Cowboy” Ball, Mountain-Western  
☎ Jeff Hughes, Mid-Atlantic  
☎ Jim Utt, Central

#### Adjunct Member (Board of Governors)

##### 2025-2026

☎ Guy Albanese  
☎ Nino Amoroso

#### Immediate Past President

☎ Brian “Hinks” Hinkley

#### Staff and Others (not-voting)

☎ Shelley Frost  
☎ Tony Ramos  
☎ Ken Miller  
☎ Bob Andrews  
☎ Larry Rzepka  
☎ Mick Riley  
☎ Lauren Schoener-Gaynor  
☎ Christelle Ward  
☎ Eric Colon  
☎ Ken Dworkin  
☎ Dr. Haruko Kawahigashi Nino  
☎ Scott Oliver  
☎ Paul Vavra Amoroso  
☎ Jeffrey Fischer  
☎ Kevin Finch  
☎ Fran Orzech

**Legend:**    ☒ Present    ☐ Not Present    ☎ Present by TEAMS/Telephone



## CALL TO ORDER

Proper meeting notice having been given and with a **QUORUM** present, the Board of Governors meeting **CONVENED** at 1757 EST, Thursday, 13 March 2025 via TEAMS video conference. President Lisuzzo called the meeting to order.

## SECRETARY REPORT

Minutes for the 10th of December 2024 Board of Governors (BoG) meeting were posted as readaheads for member review and approval. Highlights were presented to the Board.

No Action Items (AI) were opened during the 10 December 2024 meeting.

It was **MOVED** and **SECONDED** (Amoroso/Albanese) to APPROVE the minutes from the 10 December 2024 AEF meeting. **MOTION PASSED.**

## BOG TREASURER REPORT

Treasurer Utt provided a review of the Education Foundation Fund as follows.

Key successes – approved 5-year strategic plan ensures long-term financial sustainability.

Financial overview – account balance of \$194k; budgeted loss of \$133k; additional request of \$11.6k will increase the budgeted loss to \$144.6k.

Challenges and risks – funds predicted to be exhausted in May 2026 unless additional funds are provided; need to actively raise funds now.

Next steps and goals – continue to monitor funding levels and mitigate risks.

It was **MOVED** and **SECONDED** (Schallheim/Amoroso) to APPROVE the Treasurer's report as presented. **MOTION PASSED.**

## STRATEGIC PLANNING COMMITTEE UPDATE

Mr. Myles Murphy reviewed the following committee activities:

Key successes – hired full-time staff; submitted application for CFC; updated OpMan documents; new award nomination system in effect.

Current priorities – recruit additional committee members; begin prospect research for major gifts/grants/partners; STEM award requirements for ISEF competition.

Challenges and risks – need additional volunteers; expand award/scholarship options; member education regarding Foundation's need for funding; funding for research and travel.

Next steps and goals – launch annual giving campaign; redo Foundation websites; scholarship nominations in May; develop grant submission calendar.

It was **MOVED** and **SECONDED** (Albanese/Schallheim) to APPROVE the budget amendment requests for an additional \$11,599 for 1) an annual subscription to the Foundation Directory Online Professional to conduct prospect research for grants as



presented, and 2) travel costs to support staff travel to multiple events in 2025 for the purposes of potential donor engagement. **MOTION PASSED.**

## **GOVERNANCE COMMITTEE REPORT**

Mr. Brandon Coleman provided an update on committee activities as follows:

Key successes – started reviewing all OpMans and Charters.

Current priorities – review and update all OpMans.

Challenges and risks – none.

Next steps and goals – OpMans drafted in time for June AEF meeting and approved by December 2025.

## **DEVELOPMENT/FUNDRAISING COMMITTEE REPORT**

Mr. Nino Amoroso provided an update on committee activities as follows:

Key successes – received funding for STEM Student of the Year from Raytheon; completed Gift Acceptance Policy; developed Annual Living Pledge form.

Current priorities – determine funding priorities; prospect research for grant proposals; develop grant submission calendar.

Challenges and risks – need more volunteers on the committee; membership requires education on need for donations; need to broaden prospect list.

Next steps and goals – launch 2025 Annual Giving Campaign; develop Corporate Advisory Council; investigate feasibility of major fundraising event.

## **SCHOLARSHIP AND FUTURE 5 PROGRAM UPDATE**

Mr. Larry Rzepka provided an update on committee activities as follows.

Key successes – reviewed 2022-2024 Future 5 applicants and found good representation from Industry (71.1%), Government (15.6%), and Military (13.3%).

Current priorities – gathering Future 5 applications for 2025 (1 May – 30 June); Raytheon scholarship.

Challenges and risks – incorporate international members; increase funding; grow programs.

Next steps and goals – add additional scholarships; raise funds and award amounts.

## **STEM COMMITTEE UPDATE**

Mr. Schallheim provided a high-level review on committee activities as follows.

Key successes – strategic planning meetings; 2025 Goals established and set; initiated ISEF partnership.

Current priorities – meeting with Chapter STEM representation; setting up STEM focus groups; ISEF participation; planning for STEM presence at AOC convention.



Challenges and risks – insufficient funding; HQ logistics support; Chapter buy-in to STEM program.

Next steps and goals – AOC Chapter rep meeting in March (goal team formation); ISEF event in May (Increase ISEF awareness of AOC activities); AEF EMS STEM presence at AOC convention in December (engage AOC membership).

## COMMUNITY EDUCATION COMMITTEE UPDATE

Mr. Larry Rzepka provided a high-level review on the committee activities as follows.

Key successes – restructuring to include educators; establishing prozes for research; identified 3 museums to support.

Current priorities – develop prize processes; find members to sit on evaluation boards; establish administrative process for prize calls and awards.

Challenges and risks – getting a new process in place; consistent funding; developing relationships across the Academic EW community.

Next steps and goals – update and sync charter, strategy, and plans; set up a demonstrator for prize awards; organize evaluation board for AOC research prize.

## CLOSING COMMENTS

President Lisuzzo thanked everyone for participating in the meeting. He also reviewed the schedule for meetings throughout the remainder of 2025. One of the recent meetings was the Chapter Representative meeting. That meeting was successful and the chapters provided good representation. Finally, looking to get more involved in the International activities.

It was **MOVED** and **SECONDED** (Amoroso/Albanese) to adjourn the meeting. **MOTION PASSED**. President Lisuzzo **ADJOURNED** the proceedings at 1840 hours EST, 13 March 2025.

## RESPECTFULLY SUBMITTED

Presented by the Secretary for **APPROVAL** by the Board of Governors on 12 June 2025.

*Dennis Monahan*

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Dennis Monahan, Secretary

12 June 2025

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Date

