ASSOCIATION OF

FEDERAL COMMUNICATIONS CONSULTING ENGINEERS

WASHINGTON, D.C.

2015-2016 Annual Report
of the
Association of Federal Communications Consulting Engineers (AFCCE)

Annual Meeting held June 23-26, 2016 at the
The Stanley Hotel, Estes Park, Colorado

P.O. Box 19333, Washington, DC 20036  www.afcce.org
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AFCCE BOARD OF DIRECTORS MEETING AGENDA  
AFCCE ANNUAL MEETING  
THE STANLEY HOTEL  
ESTES PARK, COLORADO  

JUNE 24-25, 2016  
CALL TO ORDER AT 9AM MT

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<td>Weller</td>
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Note: The meeting will recess at noon on June 24th and reconvene at 9AM on June 25th.
**Note 1:** Mr. Wandel will start with a presentation/overview of the committees and how they fit in the business of AFCCE, including the roles of each committee (perhaps as described by the current committee chair if not spelled out in governance documents). Will discuss here any ideas on committees that should be eliminated or added; will approve continuation of committees here as required.

**Note 2:** Items to be covered here include new member application, Ted A. Abrams, P.E., President, Abrams Wireless; review membership statistics, goals; review changes in membership status for existing members (to Emeritus, to Life); recommendations for Emeritus candidates for the 2016-17 Board to consider.

**Note 3:** Will solicit input on possible locations for 2017 Annual Meeting.

**Note 4:** Results of Board election will be announced.

**Note 5:** A proposal to combine this Committee with the Rules & Standards Committee will be considered.

**Note 6:** Attendance statistics for past year will be reviewed.

**Note 7:** Topics from the past year will be reviewed; a discussion of next year plans/ideas will take place.

**Note 8:** Web updates accomplished during the last year will be reviewed, followed by a discussion of problems needing to be fixed.

**Note 9:** To be discussed: changes since last year regarding membership grades; ongoing status of sustainability recommendations, member tiers, etc.; ideas for continuing to evolve; collaboration with IWCE.

**Note 10:** Brief discussion of scholarship activities; detailed discussions to take place during Scholarship meeting.

**Note 11:** Future meetings of the Board are currently scheduled for the following dates:
- 9/16/16
- 10/16/16
- 11/16/16
- 2/10/17
- 3/17/17
- 5/19/17

2015-16 AFCCE Board of Directors

<table>
<thead>
<tr>
<th>Name/position (term expiry date)</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>M</strong> Eric Wandel / President (2016)</td>
<td><a href="mailto:eric@wavepointresearch.com">eric@wavepointresearch.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Bob Weller / Vice-president (2019)</td>
<td><a href="mailto:rweller@nab.org">rweller@nab.org</a></td>
</tr>
<tr>
<td><strong>AM</strong> David Layer / Secretary (2017)</td>
<td><a href="mailto:dlayer@nab.org">dlayer@nab.org</a></td>
</tr>
<tr>
<td><strong>AM</strong> Ron Chase / Treasurer (2018)</td>
<td><a href="mailto:ronchase@verizon.net">ronchase@verizon.net</a></td>
</tr>
<tr>
<td><strong>M</strong> Steve Crowley (2018)</td>
<td><a href="mailto:steve@stevencrowley.com">steve@stevencrowley.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Marshall Cross (2018)</td>
<td><a href="mailto:mcross@megawave.com">mcross@megawave.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Ben Evans (2016)</td>
<td><a href="mailto:ben@evansengsolutions.com">ben@evansengsolutions.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Mark Fehlig (2019)</td>
<td><a href="mailto:mfehlig@ieee.org">mfehlig@ieee.org</a></td>
</tr>
<tr>
<td><strong>AM</strong> John Lyons (2018)</td>
<td><a href="mailto:jlyons@durst.org">jlyons@durst.org</a></td>
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CALL TO ORDER FOLLOWING AFCCE BOARD MEETING

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<td>Wandel</td>
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Note 1: Future meetings of the Scholarship Fund Board are currently scheduled for the following dates:

- 9/16/16
- 11/16/16
- 2/10/17
- 5/19/17
- 10/21/16
- 1/13/17
- 3/17/17

2015-16 AFCCE-SF Board of Directors

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</tr>
<tr>
<td>AM John Lyons (2018)</td>
<td><a href="mailto:jlyons@durst.org">jlyons@durst.org</a></td>
</tr>
<tr>
<td>Name (Please Print)</td>
<td>Attended Day 1 (6/24) Signature</td>
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<td>1 Chase</td>
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<td>Roswell</td>
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<td>3 Collinson</td>
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<td>4 Cross</td>
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<td>14 Lyons</td>
<td>John</td>
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<td>15 Mullaney</td>
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<td>16 Ross</td>
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<td>17 Sanderford</td>
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<td>18 Silliman</td>
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<td>19 St. Clair</td>
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<td>20 Wandel</td>
<td>Eric</td>
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<td>22 Will</td>
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<td>23 Zuba</td>
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68th Annual Meeting Sign-in Sheet
2014-2015 AFCCE Annual Meeting Minutes
Annapolis, Maryland

AFCCE Meeting: Friday, June 26, 2015

President David Snavely called the 2014-2015 AFCCE Annual Meeting to order at 9:08 a.m.

Attendees introduced themselves. Eric Wandel reviewed social plans for the meeting.

A quorum of the board was present.

Review Agenda

Don Everist moved to approve the agenda as modified, seconded by John George, no objection.

President’s Report, David Snavely

David Snavely reflected on his growing up with the radio industry, from youth to engineering degree to station owner and, most recently, AFCCE President. He reviewed four things he felt AFCCE must change in order for the group to continue to prosper:

- AFCCE must be active in FCC and governmental affairs as they relate to broadcasting.
- AFCCE’s scholarship fund is in need of reform.
- The full-member peculiarity needs to be reformed.
- AFCCE needs a designated administrator.

In discussion, Tom Silliman said Peggy Hunt might be available on a part-time basis to help with AFCCE administrative work.

A motion to approve the report was made by John Lyons, seconded by Joe Davis, no objection.

Vice President’s Report, Eric Wandel

The Vice-President also serves as Chairman of the Permanent Arrangements Committee. Mr. Wandel thanked his predecessors, Ben Evans and David Snavely. He reviewed the following permanent arrangement activities:

- Monthly luncheon meetings, September through May of each year
- Fall social dinner in support of the AFCCE Scholarship Fund
- Annual FCC Reception
- AFCCE Annual Meeting

Motion to approve the report by Don Everist, seconded by Larry Will, no objection.
Secretary’s Report, Steve Crowley

Steve Crowley reviewed the Secretary’s duties. He thanked Eric Wandel, the previous Secretary, for helping in the transition, and for ongoing assistance in maintaining membership records.

He reviewed the current AFCCE board makeup, noted the board had seven regular meetings, and noted that there were 213 active AFCCE members as of June 20, 2015. He suggested that the AFCCE Annual Report for 2014-2015 be published in electronic form, and that it include minutes from the 2015 Annual Meeting as well as from the 2014 Annual Meeting. Generally, he’d like members to see the minutes from the Annual Meeting sooner than one year following the event, as is now the practice.

He expressed the appreciation of the board for the hospitality of Fletcher Heald & Hildreth in hosting the board meetings.

A motion to approve the report was made by John Lyons, seconded by Marshall Cross, no objection.

Treasurer’s Report, Ron Chase

Ron Chase presented two reports: a review of AFCCE finances from the last year, and a longer-term view covering 2004-2014.


As of April 30, 2015 cash in the AFCCE checking and savings accounts totals $139,351.71. The group had a net loss from May 2014 to April 2015 of $1280.40.

Mr. Chase reviewed issues concerning Anne Neel’s retirement, the new bookkeeper search, the AFCCE credit card, a federal tax problem that has been resolved, the yearly financial audit, and directors and officers insurance.

Review of AFCCE Finances from 2004-2014

At the direction of the President, Mr. Chase prepared a report looking back at AFCCE finances from 2004 to 2014. He discussed and presented several slides from the report. Based on the report and its conclusions, Mr. Chase makes several recommendations:

- Treasurer reports be made on a monthly basis instead of only on board meeting dates.
- The bookkeeper have software that can easily accommodate providing presentation of financial data on an annual or fiscal year basis.
- A comprehensive analysis such as the one he is presenting here occurs every three years.
- Look for greater uncoupling between dues and total income trend lines in any future analysis of dues and total income amounts.
- Further examine income trends for the Annual Meeting, the Fall Social, and the luncheons.
2014-2015 AFCCE Annual Meeting Minutes
Annapolis, Maryland

[Note: Following the Annual Meeting, Mr. Chase made a few updates to his document, *Review of AFCCE Finances from 2004-2014*. There are minor wording changes, and a graph that had percentages totaling more than 100% has been corrected. The updated version is included in this Annual Report. Mr. Chase asks that members discard the document version received at the Annual Meeting.]

There was discussion on whether to use a fiscal year versus a calendar year, AFCCE signature authority, bonding of those who handle AFCCE funds, and the merits of paying for a professional audit.

Motion to approve the Treasurer’s report by Don Everist, seconded by Bob Weller, no objection.

Meeting recessed at 11:28 a.m.
2014-2015 AFCCE Annual Meeting Minutes
Annapolis, Maryland

AFCCE Meeting: Saturday, June 27, 2015

Meeting reconvened at 9:07 a.m.

A quorum of the board was established.

Review of minutes of 2013-2014 Annual Meeting

Motion to approve the 2013-2014 Annual Meeting minutes by Don Everist, seconded by John Lyons, no objection.

Admissions Committee Report

The Admissions Committee reported on individuals added to the membership. Motion to approve the report by Joe Davis, seconded by John George, no objection.

Nominations Committee Report

The Nominations Committee reported on members placed on the ballot for elections to the upcoming vacant seats of the AFCCE board for the term beginning July 1, 2015. Motion to approve the report by Don Everist, seconded by Bob Weller, no objection.

FCC Liaison Committee Report

Don Everist reported on his committee’s activities in AM improvement and noise concerns. He also mentioned a concern of the Federal Communication Bar Association’s regarding attorney’s handling multiple situations in the incentive auction and not violating the anti-collusion rule, and asked if Professional Engineers in AFCCE have a similar concern.

There was discussion of the FCC’s proposal to reduce the number of field offices.

There was concern that while there were a number of matters that merit AFCCE participation, AFCCE members have diverse interests, and AFCCE forging ahead may conflict with some of those interests.

It was suggested that AFCCE might serve has a clearinghouse for information on AM interference.

Motion to approve the FCC Liaison Committee report by John Lyons, seconded by John George, no objections.

Professional Ethics and Grievances Committee Report

David Snavely summarized the report that that covered a professional complaint against an AFCCE member. The board agreed to actions items related to responding to this complaint.

Motion to approve the report by Don Everist, seconded by Tom Jones, no objections.
RF Exposure Guideline Compliance Committee Report

The committee reported no activity in the past year. David Snavely and others expressed appreciation of the committee’s work over the years. Motion to approve the report by Bob Weller, seconded by Don Everist, no objections.

Engineering Rules and Standards Committee Report

Steve Crowley reported the committee brought several FCC regulatory items to the attention of the membership for possible comment. No input from members was received and so no further action was taken.

To help balance the desire for increased AFCCE participation in FCC proceedings with possibly conflicting member interest, the board has adopted FCC filing guidelines. A copy of the guidelines is included with the report.

There was discussion on how AFCCE members might be alerted to new web site posts on regulatory matters.

Motion to approve the report by John Lyons, seconded by Larry Will, no objections.

Website Committee Report

Mike Rhodes reported on website maintenance activities. He reported on the transition to a new online meeting reservation and payment system. He provided statistics of online reservations.

Several members expressed appreciation for ongoing improvements to the web site.

Motion to approve the report by John George, seconded by John Lyons, no objections.

Special Committee Reauthorizations

AFCCE bylaws require annual reauthorization of the following special committees:

- FCC Liaison
- Luncheon Coordinator
- Program Coordinator
- RF Exposure Guideline Compliance
- Historian
- Website

There was discussion on the need for an RF Exposure Committee. It was suggested and agreed to add a Social Media Committee.
Motion to reauthorize all current special committees and add a Social Media Committee made by Steve Crowley, seconded by John Lyons, no objections.

**Old Business**

Proposed changes to membership grade requirements

AFCCE Associate Members are precluded by the AFCCE Constitution from serving as President or Vice-President. There is support for letting them do so, but it is not clear how this should be done. A related issue is the desirability of keeping a Professional Engineer (PE) requirement for Full Membership, and whether the PE requirement works against AFCCE membership and growth goals. In a straw poll of 13 Full Members present, two opposed dropping the PE requirement and seven were not opposed. This issue remains open for the board to consider.

Review membership for Emeritus status consideration

Eric Wandel asked if the board should be looking at bestowing Emeritus status on AFCCE’s 21 current Life Members. He asked members to let him know if they think others should be elevated to Emeritus status.

Membership application of James McDonald

Motion to approve the application for Associate Membership of James McDonald by Steve Crowley, seconded by Eric Wandel, no objections.

FAA information inquiries

Don Everist mentioned a case where the FAA requested more-detailed tower information than usual, such as how many legs a tower had, and how a tower tapered with height. He asks any members receiving similar unusual requests to send copies of those requests to him.

**New Business**

Input on 2015-2016 events

For the next Annual Meeting location, Byron St. Clair suggests Denver; he can offer local support. Other Annual Meeting location suggestions include Havana, Boston, and a cruise.

Channel 6 interference

Jack Mullaney is concerned with how FCC staff is handling analysis of noncommercial educational FM interference to TV channel 6. He said he will send details to Steve Crowley for the board’s consideration.
Election results

Steve Crowley reported the results of the AFCCE board election. Filling the Full Member director positions are Mark Fehlig and Bob Weller. Filling the Associate Member director positions are Ron Chase and John Lyons.

Adjournment

Motion to adjourn by John Lyons, seconded by John George, no objection. Adjourned at 12:04 p.m.
AFCCE Scholarship Fund Meeting: Saturday, June 27, 2015

Meeting called to order by President David Snavely at 12:11 p.m. A quorum of board members was established.

Review Agenda

Motion to approve the agenda by John Lyons, seconded by Don Everist, no objections.

Review minutes from 2014 Annual AFCCE Scholarship Meeting

Motion to approve the minutes by Marshall Cross, seconded by John Lyons, no objections.

Treasurers Report

As of April 30, 2015 the AFCCE Scholarship Fund has $2,921.91 cash. From May 1, 2014 to April 30, 2015 it had a net loss of $7,322.00. All expenditures for the period went toward 11 awards.

Motion to approve the report by Steve Crowley, seconded by John Lyons, no objections.

Scholarship Fund Committee Report

Marshall Cross reported on the Scholarship Committee’s awards and other work, including the proposed IEEE/BTS Jules Cohen Memorial Scholarship. David Snavely noted a letter of appreciation received from scholarship recipient Irene Khuu.

Old Business

There was no old business.

New Business

The status of the proposed IEEE/BTS Jules Cohen Memorial Scholarship was discussed. Bob Weller said details are being negotiated. IEEE has a number of requirements on scholarships. Regarding sources of funding, Mr. Weller said some comes from the portion of IBC that IEEE BTS owns.

Adjournment

Motion to adjourn by Jack Mullaney, seconded by Don Everist, no objections. Adjourned at 12:50 p.m.
Board members present:
Eric Wandel, President
Bob Weller, Vice-President
Ron Chase, Treasurer
Marshall Cross
Steve Crowley
Mark Fehlig
John Lyons

Board members absent:
David Layer, Secretary
Ben Evans

Others present:
(see sign-in sheet)

Call to order
Mr. Wandel called the meeting to order at 9:08 AM MDT.

Approval of agenda
Motion to approve agenda by Mr. Chase, second by Mr. Weller, no objections. Mr. Wandel announced the two newly elected board members: Jon Edwards and Chris Horne. At the request of Mr. Wandel, meeting attendees introduced themselves. Mr. Weller discussed logistics of the afternoon visit to radio station WWV. Mr. Wandel asked the acting secretary (Mr. Crowley) if a quorum was present. Six board members were noted in the room, so a quorum was established.

President’s report
Mr. Wandel expressed his appreciation for the work of the committee chairs, past presidents, and others. He recognized the work of Martin Doczkat in arranging many interesting programs, including presentations by FCC staff. He was pleased to see the progress in developing the joint
scholarship program with the IEEE Broadcast Technology Society. He recognized two AFCCE members, Geoff Mendenhall and Lynn Claudy, who serve on the FCC’s Technological Advisory Council for their work on bringing FCC attention to the problem of RF noise. He noted the attendance of at least 80 FCC staff at the AFCCE Fall Reception at the National Press Club.

Motion to approve the President’s Report from Mr. Crowley, second from Tom Silliman. No objection.

**Vice-president’s report**
Mr. Weller recognized the formation of the Sustainability Committee and the cross-promotion agreement with IWCE (more on that later in the Sustainability Committee report). He recognized new members and new *emeritus* members. He recognized Alan Stillwell, recipient of the E. Noel Luddy Award. He noted all membership classes (except students) are now eligible to serve as officers up to the position of vice-president.

Motion to approve the vice-president’s report by Mr. Silliman, second by Mark Fehlig. No objection.

**Secretary’s report**
The group reviewed the Secretary’s report, which listed the board of directors and officers, and noted that there are 216 active AFCCE members.

Motion to approve the secretary’s report by Bob Weller, second by Matt Sanderford. No objection.

**Treasurer’s report**
The treasurer reviewed his report, which covered the bookkeeper transition, credit card issues, and the yearly financial audit, among other matters. Total expenses are off; it is not clear why but will be resolved before the final Annual Report is published. [Note that a revised treasurer’s report is included in this Annual Report. The version presented at the Annual Meeting should be discarded.]

Regarding the audit, the treasurer suggests asking Lanny Nass to perform another audit during the bookkeeper transition, and after that bring in an outside firm. There was discussion of scholarship sponsorships versus donations, and how they are categorized. Bookkeeping expenses are higher than usual as AFCCE is paying for two bookkeepers during the transition.

There was discussion of using a calendar year versus a fiscal year. Total assets appear to be trending downward:
This isn’t seen as a big concern as there were unusual expenses this year. As credit card usage increases, so do credit card fees. AFCCE pays a 2.85 percent fee on credit card charges.

The treasurer wishes to edit his report to resolve inconsistencies and possible typographical errors. Mr. Weller moved to receive the treasurer’s draft report, expecting the revised report by September 2016, second by Bob Culver. No objection.

[break]

**Committee reports**

Mr. Wandel indicated his preference for keeping the FCC Liaison and Engineering Rules and Standards Committee entities separate. Mr. Wandel noted the RF Exposure Committee no longer exists but it can be set up on an *ad hoc* basis if needed. Mr. Wandel requested a motion to reauthorize the “Other Current Committees and Appointments” listed here, including the chairs if they are willing to serve:

**Other Current Committees and Appointments**
- FCC Liaison Committee: Donald G. Everist
- Historian: John Lyons
- Luncheon Coordinator: John W. Reiser
- Program Coordinator: Martin Doczkat
- Scholarship Committee: Marshall Cross
- Webmaster: Michael D. Rhodes
- AdHoc Sustainability: Mark Fehlig
• *AdHoc* Noise Studies: Tom King

Mr. Crowley so moved, second by Mr. Weller.

Discussion on the motion. There was discussion of the FCC TAC’s noise inquiry. Mr. Wandel has asked Tom King for preliminary written comments. There was discussion of where technical background for the FCC Media Bureau’s new version of FM Model can be found. Back to the motion. No objection, motion passes.

**Admissions Committee report**

Mr. Sanderford reviewed his committee’s activity and presented two reports: an annual report and a June 2016 report. Motion to accept Ted Abrams as full member by Marshall Cross, second by Bob Weller, no objection.

Motion by Mr. Weller to approve the June 2016 Admissions Committee report including notification to the membership of the application of Dan Ryson for membership for 21-day notice, second by Larry Will, no objection.

**Professional Ethics & Grievances Committee report**

The group reviewed this Committee’s report that indicated no matters were brought to its attention during the past year. Motion to approve the report by Bob Culver, second by Chris Horne, no objection.

**Engineering Rules and Standards Committee report**

Mr. Crowley reviewed his report that includes AFCCE’s FCC Filing Guidelines. Motion to approve the report by Mr. Sanderford, second by Christine Zuba, no objection.

**Permanent Arrangements Committee report**

Mr. Weller reviewed his report that covered events, speakers, and attendance. Annual meeting planning was reviewed. Location suggestions for next year’s annual meeting were entertained. Suggestions include Havana, Cuba; Jackson, Wyoming; and Atlanta, Georgia.

Motion to approve the report by Mr. Will, second by Mr. Crowley, no objection.

**Nominations Committee report**

The group reviewed the Nominations Committee report and the report from the Secretary on the AFCCE Board election, indicating that Jonathan Edwards and Christopher Horne were the candidates having the largest number of votes.

Motion to approve the Nominations Committee report by Mr. Weller, second by Mr. Sanderford, no objection.
**Liaison Committee report**
The group reviewed the report, which covered noise issues, radio translators, and AFCCE’s participation in the AM revitalization proceeding. The Liaison Committee objects to the AFCCE Board acting as “gate keepers” with regard to deciding whether to pursue filing of AFCCE comments with the FCC. The consensus at this meeting is that such gatekeeping is a valid Board function, and that the Board should continue as the primary authority with regard to AFCCE’s activities.

Motion to approve the Liaison Committee report by Jack Mullaney, second by Mr. Weller, no objection.

**Program Coordinator report**
Program coordinator Martin Doczkat presented some slides recounting the past year’s AFCCE programs. He welcomes suggestions for new speakers. The group appreciates his hard work in putting together high-quality programs.

Motion to approve the Program Coordinator report by Ms. Zuba, second by Mr. Cross, no objection.

[Meeting recessed at 11:58AM to reconvene Saturday morning.]

[Meeting re-convened at 9:05AM MDT Saturday by Mr. Wandel]

**Historian’s report**
John Kean may have AFCCE historical data. John Lyons to contact John Kean. Cynthia Jacobson also has historical data, according to Eric Wandel. Larry Will has some historical data from his service as AFCCE officer some years ago and will send it to John Lyons. Motion to accept this report by Matt Sanderford and seconded by Ron Chase, no objection.

**Sustainability Committee report**
Mark Fehling reviewed the information contained in the Committee Report. Items discussed included purpose of AFCCE. Ron Rackley emailed a letter to the Board concerning AFCCE growth and the PE requirement and it was displayed to all the attendees (and is attached to these Minutes). A discussion stared by Mark on the need for the PE versus the broader industry title of ‘engineer’. Then Eric Wandel reminded the committee of the 2012 Sustainability Report which was again presented to the attendees along with a reminder of the mission of AFCCE. Anne Crump is then asked to research the legal implications of the PE requirement relative to AFCCE, that is, the importance or pertinence of the PE status to AFCCE. Fehlig recommends Anne consider discussions of this matter with SBE Counsel Chris Imlay. John Lyons recommends PE membership grade become “Professional Members” while associate members become “Members.”

A graph was then presented to all attendees showing the membership counts per grade/category:
Mark Fehlig then reviews the partnership with IWCE and suggests the same level of agreement with this organization in 2017. Anne Crump’s name was misspelled in this report and needs correction.

Motion made by John Lyons to approve this report; seconded by Christine Zuba, no objections.

[Board meeting recessed so as to conduct Scholarship Board meeting]

[Board meeting re-convened to finish business]

**Old business**

Eric Wandel proposes consideration of a stipend for Board Members because of the significant travel costs most Board Members incur to attend meetings. This recommendation was part of the 2012 Sustainability report. Eric presents stipend reimbursement formulas:
APPENDIX
PROPOSED TRAVEL STIPEND FORMULATION

Below are the proposed formulas for calculating a travel stipend for AFCCE board members. This would only be for actual attendance at the monthly meeting and would not cover annual meeting travel.

Round trip travel distance from home or place of work at the home city to monthly meeting location = D

For D = 200 miles, compensation would be $0.4 per mile. This would be established to help with fuel and auto storage expenses or for public transportation costs.

For 200 miles < D = 800 miles, compensation would be $0.4 per mile + $150.00. This would be established to help with fuel and auto storage expenses or for public transportation costs as well as an extra $150.00 to cover some of the living expenses.

For 800 miles < D = 2000 miles, compensation would be $0.4 per mile + 800(150/D). This would be established to help with air travel costs as well as living expenses while attending monthly meetings.

For D > 2000 miles, the compensation would be capped at $880

Tom Silliman recommends Board members come to all meetings since face-to-face interaction is more effective than phone conferencing. Tom also notes visiting the FCC the day before the Board meeting is advantageous to building relationships with AFCCE (Don Everist typically sets up those meetings).

Marshall Cross proposes the stipend mileage rate be at $0.54 per mile in accordance with the IRS rate. Eric proposes the proposed stipend policy be reviewed by the Board. Motion made by Mark Fehlig for the board to review the stipend formulation policy. Seconded by Bob Culver. A straw poll is conducted of the stipend proposal: for – 20; against – 1; abstain -1.

New business

Member Fees: Anne Crump reports dues not set in by-laws – amendment made by the Board to set dues at the Annual Meeting. Mark Fehlig’s proposal is to ‘flip’ the dues so full members pay $140 and associate members $180. Eric Wandel proposes two options: 1) to leave the dues ‘as is’ or 2) make both membership grades (full/assoc.) $180. Anne Crump proposes to set the dues equal at $160. Steve Crowley and Roswell Clark prefer the same dues for Full and Associate membership. Larry Will states that AFCCE need not raise dues. Bob Weller proposes the student fee be lower, Byron St. Clair also agrees to keep the non-student member fees the same.

Motion made by Mark Fehlig to change the dues structure by flipping the fees. The motion fails. Bob Weller proposes associate member dues be $160, student dues $20 and all other unchanged. No second (motion fails).
Motion made by Bob Culver addressed to the Board that the full membership be $140 and student dues changed to $20; seconded by Steve Crowley. A discussion by AFCCE Board Members takes place. Steve Crowley is ‘for’ the proposal while Ron Chase is against it. John Garziglia proposes we defer further discussion of the motion until the Board and/or Committee reviews it. A straw poll is taken for this deferment with 12 ‘for’, 8 ‘against’ and 1 abstention.

Motion made by Steve Crowley to reduce Full Membership to $140, student dues to $20 and remaining dues the same. Seconded by Bob Weller. A straw poll is conducted and 4 oppose this motion/proposal (fails to pass).

Motion made by Bob Weller to simply reduce the student fee to $20 and no other changes. Seconded by Marshall Cross. The motion passes.

Scholarship Fund: Ron Chase makes a motion to change the fund matching level to be “up to $200.” Seconded by John Lyons, motion passes.

Tax exempt status at annual meetings: Bob Culver reminds the Board that exemption from sales tax or other financial activities at annual meetings should be considered which has been implemented in past meetings. Anne Crump to study the tax exempt reporting requirements. Bob Weller and Anne Crump reiterate the need to study this issue.

Adjournment
Adjourned by Mr. Wandel at 12:13 PM MDT.

[Notes compiled by Steven Crowley and Christopher Horne]
From: Ron Rackley [mailto:ron@dlr.com]
Sent: Thursday, June 23, 2016 07:50
To: MFehlig@ieee.org; Eric Wandel
Subject: Ron Rackley on AFCCE Membership Requirements

Eric,

I am not able to attend the annual meeting this year because of work-related travel to other places that has been on my calendar for a long time, but I have something I’d like to say that could impact the continuing relevance of the AFCCE in the evolving electronic communications industries. Perhaps you would be willing to read this message to the gathered members to see if there is interest in discussing my ideas there?

When I was President of the AFCCE about 30 years ago, the membership consisted mostly of full members and the relatively few associate members we had were employees of engineering firms, who were not professional engineers, or representatives of equipment manufacturers who sold products to our clients. We were still carefully guarding the professional engineer status of full membership. Full members and their engineering firms for the most part represented the owners of broadcast properties and provided engineering guidance and comparative hearing testimony in an environment where the common ownership rules limited the sizes of client companies and there was much competition for spectrum among the many licensees.

Things have changed a lot in the last 30 years. Now, when I attend AFCCE meetings associate members outnumber full members. I don't mind. I believe that changes in the industry make the professional engineer distinction a lot less meaningful in the context of electronic communications, as there are no longer comparative hearings held before the FCC, standardized computer software is used for most analysis within and outside the FCC, a few large companies own most broadcast stations and non-broadcast spectrum users who do not need professional engineers to represent them before the FCC have eclipsed the broadcast industry in importance to the country. I believe that it is no longer desirable to maintain the professional engineering distinction in the AFCCE membership, and that the requirement should be dropped and that there should be one class of membership for all who serve the modern communications industry.

Concerns about maintaining professionalism in our ranks can be addressed by requiring members to be compliant with the professional engineering legal requirements in the states where they practice. If, for instance, a state prohibits anyone who is not a registered professional engineer from using the title "engineer," a member there who is not registered could offer his/her services as a "technical consultant." This would put us on the same footing as another well respected organization, the IEEE, that is constituted as an engineering organization but does not require registration for membership.

Professional engineering registration does not mean the same thing that it did when the AFCCE was first organized. When I look at the list of founding members, I don't think many of them ever took an examination to become a professional engineer. Back then, it was common for experienced engineers to become registered through grandfathering - recognizing their demonstrated competence at the work they did. States had formulas that they used to evaluate education in "related sciences" and years of experience to exempt applicants from one or both of the examinations into the 1980s in most cases. Registration has been taken over by academics with an exclusive mentality and means something entirely different now. In the most progressive states, registration requires a degree in engineering before an applicant can be approved to take the two examinations that are required to become a professional engineer and there is no other way.

I am inspired in my thinking by the story of a man, now retired, who worked for my firm and was at one time an associate member in AFCCE. He came to work for du Treil, Lundin & Rackley in about 1990 after
working as a high school physics teacher. He had BS and MS degrees for that. He wanted to become a professional engineer and the door was open for him to do that, because Washington DC recognized his education as meeting their "related sciences" requirement. He applied for, took and passed his Engineer In Training exam and would have been approved to sit for the Professional Engineer examination following a period of further experience - but we moved our firm to Florida in the mean time. He attempted to complete his registration in our new state, but found that he could not because of the requirement for an approved engineering degree in Florida. Although he was fully qualified to do engineering work for our clients and prepared numerous engineering exhibits for applications that were accepted by the FCC, he could never be a full member of the AFCCE. That was a shame.

I believe that it will serve AFCCE's purpose best to bring all who prepare engineering for applications that are accepted by the FCC, for all forms of electronic communications, into the fold regardless of professional registration. It will be good for the industries that we serve to have training and accountability and, yes, the intercourse that was spoken of by the founders cover everyone in the business.

Thank you,

Ron Rackley
AFCCE SCHOLARSHIP FUND BOARD OF DIRECTORS MEETING MINUTES
FOR THE MEETING HELD
JUNE 25, 2016
AT THE STANLEY HOTEL
ESTES PARK, COLORADO

Board members present:
Eric Wandel, President
Bob Weller, Vice-President
Ron Chase, Treasurer
Marshall Cross
Steve Crowley
Mark Fehlig
John Lyons

Board members absent:
David Layer, Secretary
Ben Evans

Others present:
(see sign-in sheet)

Call to order
Mr. Wandel called the meeting to order at approximately 10:30 AM MDT.

Approval of agenda
Motion to approve the agenda made by John Lyons and seconded by Matt Sanderford, no objection.

Motion to approve the Minutes shown in 2015-2016 Annual Report made by Marshall Cross and seconded by Larry Will, no objection.

President’s report
The report is reviewed by Eric Wandel with a motion to accept by Bob Weller, seconded by John Lyons, no objections.

Treasurer’s report
Ron Chase presents the 2015-2016 Annual Report information and there are no questions form the attendees. Highlights include a memorial contribution for Carl T. Jones, Sr.
Motion to approve the report by John Lyons and seconded by Larry Will.

**Scholarship Committee report**
Marshall Cross reviews and presents the report shown in the 2015-2016 Annual Report including the scholarship applicant data and bios for the Fall 2016 academic term. Motion to approve by Steve Crowley, seconded by Tom Silliman, no objections.

**Old business**
Bob Weller presents the Jules Cohen Memorial Scholarship Fund rationale, history, requirements and selection criteria. The MOU between AFCCE and IEEE is outlined. Articles of Incorporation and Bylaws amendments reflecting changes to the Scholarship Fund are presented by Bob Weller. A major change to add a “Special Director” to the AFCCE Scholarship Fund Board, appointed by IEEE BTS, whose role is limited to matters related to the Jules Cohen Scholarship.

Motion to approve changes to the Articles of Incorporation/ Scholarship Fund by John Lyons contingent on striking the “telegram” sentence, seconded by Bob Weller, no objections.

Ron Chase mentions that donations to the Scholarship Fund up to $100 are matched by AFCCE. Chase proposes the match be set at $200. Eric Wandel recommends the Board take up the issue at another time. Marshall Cross notes the current checking/savings account balance is adequate for the match proposal. Anne Crump proposes to consider this item at the next membership/dues meeting.

**New business**
None.

**Adjournment**
Adjourned by Mr. Wandel at 11:24 AM MDT.

[Notes compiled by Christopher Horne]
June 21, 2016

To the AFCCE Board of Directors and AFCCE Membership:

Welcome to the 68th Annual Meeting of the Association of Federal Communications Consulting Engineers. I’d like to thank Vice President Bob Weller and his wife Gina for planning the arrangements for this annual meeting. Also a note of thanks to Byron St. Clair who for the past several years has encouraged the return of our annual meeting to Colorado and who also has arranged the WWV tour that will take place on Friday afternoon.

Along with Ben Evans, I am at the end of my four-year term on the board, which will conclude at the end of June. It has been a great experience for me to serve the Association on the Board, and I very much appreciate the many active members who step in to lead the way when their expertise or passion on a topic is needed. I have observed that many of the most active AFCCE members are past Board members and officers who continue to volunteer their time and connections for the benefit of the Association. I look forward to supporting the continued efforts of AFCCE and the Board in the years ahead.

I’d like to thank all of the Board members, Committee Chairs and all active AFCCE members for helping make it a good year of AFCCE activities. In addition, the firm of Fletcher, Heald & Hildreth, PLC graciously continues to let us hold our monthly Board meetings in its conference room, and I would like to personally express my gratitude to the firm for being exceptional hosts.

We had a very successful year of luncheons and technical programs. Vice President Bob Weller should be credited with organizing our meeting spaces for monthly luncheons, our Fall Social, and the FCC Reception, which was held once again at the National Press Club. Mr. Martin Doczkat provided outstanding speakers for technical programs, and Mr. John Reiser once again organized registration lists and audio/video equipment.

Thank you to each of the AFCCE members who served as Committee Chairs for 2015-2016.

Committees called out in the Constitution

- Admissions Committee: Matthew A. Sanderford, Jr.
- Professional Ethics and Grievances Committee: B. Benjamin Evans
- Rules & Standards Committee: Steve Crowley
Committees first named in Bylaws

- Permanent Arrangements Committee: Bob Weller
- Nominations Committee: B. Benjamin Evans

Other Current Committees and Appointments

- FCC Liaison Committee: Donald G. Everist
- Historian: John Lyons
- Luncheon Coordinator: John W. Reiser
- Program Coordinator: Martin Doczkat
- Scholarship Committee: Marshall Cross
- Webmaster: Michael D. Rhodes
- AdHoc Sustainability: Mark Fehlig
- AdHoc Noise Studies: Tom King

Thanks to each of these Chairs for the countless hours spent advancing the business of AFCCE.

To speak of some of the major accomplishments over the past year, I will start by saying that I’d gauge our participation in FCC rulemaking in the past year as "lukewarm but heating up." There are a few reasons that cause us to stumble a bit on preparing timely comments, not the least of these being the need to ensure that comments filed on behalf of AFCCE are representative of AFCCE. This is not a new item to highlight, but an important one that needs continuing attention.

Recall that at the June 2015 Annual Meeting in Annapolis, the Board adopted a procedure for filing comments that required a notice to membership seeking comments. In our Reply Comments to FCC Docket 13-249 on AM Revitalization, we successfully applied this procedure with an end result of submitting reply comments that were succinct and technically on point.

I’d like to recognize Don Everist, Ron Rackley and Ben Dawson, for the work performed in preparing the reply comments filed under FCC MB Docket 13-249 on April 17, 2016. On the Board, a special thanks to Mr. Steve Crowley for keeping the process within the bounds of the comment filing process that the Board approved last year -- it ensured a cleaner document than if generated in relative isolation from full membership. I am confident that this process will continue to run smoothly and help promote a larger AFCCE voice in such proceedings.

AFCCE was also been actively engaged in discussions related to a proposal submitted to the FCC Technological Advisory Council (TAC) last Fall titled "RF NOISE INTERFERENCE STUDY GROUP PROPOSAL." Don Everist reported in March that at its meeting on Wednesday, March 9, 2016, the TAC voted to investigate RF noise across the spectrum. This topic of investigation was promoted by efforts from several AFCCE members who will remain close to the effort. On June 15, 2016, the TAC released a Noise Floor Technical Inquiry, ET Docket No. 16-191, with a comment deadline of August 11, 2016.

At the March Board meeting, it was decided to form an Ad Hoc committee to exist for the duration of the TAC effort. This Ad Hoc Committee would keep the AFCCE Board and Membership abreast of the progress, and would further have a voice at monthly board meetings to suggest or request AFCCE support and involvement as appropriate in this topic area. Mr. Tom King accepted my request to chair this Ad Hoc committee and will help coordinate AFCCE comments on Docket 16-191.
The AFCCE Board recognizes the need for increased participation in FCC rulemaking and continues to strive to improve our processes. Increased involvement from membership is welcomed and appreciated.

Since 2000, the Association has presented the E. Noel Luddy Award in recognition of Noel’s contributions to AFCCE and to the industry. This award is made by AFCCE each year to an FCC engineer who has made a significant contribution to the telecommunications industry.

In November 2015 at the FCC Reception, AFCCE recognized Mr. Alan Stillwell as the 2015 recipient of its E. Noel Luddy award, and in particular for his outstanding service to the broadcast industry in his 43 years of government service at the FCC, including 14 years in the Media Bureau and 27 years in OET. In particular, AFCCE recognized his roles in managing the transition from analog to digital television and his contributions to enabling spectrum sharing.

It has been my honor and privilege to serve as President this past year and to serve on the AFCCE’s Board of Directors during the past four years. I am thankful to be part of an organization that supports strongly the important role of engineering at the FCC. Thanks to all of you for also supporting that mission.

Respectfully submitted,

Eric Wandel, P.E.
AFCCE President
To the AFCCE Scholarship Fund Board of Directors and AFCCE Membership:

The Scholarship Fund has an objective of raising awareness of the consulting engineering profession among college students and encouraging college students to pursue a career in telecommunications engineering. In these objective, the Scholarship Fund is one of the most valuable contributions that the AFCCE makes to the industry and is an important function of AFCCE that deserves ongoing and considerable attention.

In the past year, the Scholarship Committee chaired by Marshall Cross continued to execute and improve our process of receiving and evaluating scholarship applications, and the committee has managed to pull the application cycle in so that awards are made earlier, at the beginning of semesters. Scholarship awards for the Fall 2016 semester are being announced during this June Annual Meeting so that funds disbursal can occur at the beginning of the semester when the impact can be most appreciated. Many thanks to Marshall and the entire Scholarship Committee for the great work they have accomplished this year.

Funding for the scholarship awards comes from a variety of sources, including voluntary member donations, matching funds from the AFCCE treasury, income and donations from the AFCCE Fall Social, and the generous support of Dielectric for its E. Noel Luddy Scholarship Endowment. Dielectric has continued to make an annual donation of $2,500 to the E. Noel Luddy Scholarship fund for which we are grateful. Also, we once again had an incredibly successful Fall Social which raised approximately $8,000 through sponsor donations. My thanks go to Bob Weller for an outstanding and successful fundraising event as well as the many sponsoring organizations.

One major effort that made great significant progress in the past year is the joint IEEE Broadcast Technology Society/AFCCE Jules Cohen Memorial Scholarship. Congratulations to Bob Weller who has spearheaded this effort on behalf of AFCCE for several years now, along with Tom Silliman and Andre Skalina, Scholarship Committee Chair Marshall Cross and members Anne Crump, David Layer and David Snavely who supported the many iterations of governance document revisions necessary for this effort. And thanks also to
Bill Hayes, President of the IEEE Broadcast Technology Society for being supportive of this effort and helping see it through on the IEEE BTS side.

This scholarship creates one of the most, if not the most, significant scholarship opportunities available specifically to engineering students with an interest in broadcasting. This item will be discussed in greater detail during the Scholarship Fund business meeting.

I want to extend thanks to the AFCCE membership and sponsoring organizations as a whole for their generous participation in the Scholarship Fund program. It has been my pleasure and an honor to be a part of the AFCCE Scholarship Fund.

Respectfully submitted,

Eric Wandel, P.E.

AFCCE Scholarship Fund President
The primary role of AFCCE Vice-President is to discharge the duties of the President in his or her absence. During the 2015–2016 term, seven Board meetings were held (not including the Annual Meeting). President Eric Wandel presided over all of the Board meetings except for the February 19 meeting, over which I presided. I would like to thank Eric for his service as AFCCE President during the past year, and during the four years he has served on its Board of Directors.

In 2010, a Sustainability Committee was formed to explore new directions for AFCCE and new opportunities for its members. This activity has continued under the guidance of Mark Fehlig and others, culminating in a cross-promotion agreement with IWCE, the International Wireless Communications Expo, and a change to the AFCCE Constitution to allow all classes of members (except students) to hold leadership positions up to Vice-President. The position of President remains reserved for full members.

With about 90% of our members renewing, our membership continues to be dedicated. This past year we welcomed Richard L. Biby, Bernie Segal, and Lou Williams, Jr. as Members Emeriti. We also welcomed new members Keith Pelletier, Dennis Heymans, Chris Wieczorek, and Ted Abrams. AFCCE recognized long-time FCC staffer Alan Stillwell with its E. Noel Luddy Award for outstanding service to the telecommunications industry.

The Vice-President also serves as the Chairman of the Permanent Arrangements Committee, which activities during the 2015–2016 term are detailed in the Committee’s report.

Finally, I offer sincere thanks to my fellow AFCCE Board Members and to those that serve on the various AFCCE Committees. I offer my special thanks to Anne Crump, who has provided expert legal counsel to the Board over the past year. It has been an honor to serve as Vice-President of AFCCE for the 2015–2016 term.

Respectfully Submitted,

Robert D. Weller, P.E.
AFCCE Vice-President
13 June 2016
Introduction and Duties

As specified in the AFCCE Constitution, the Secretary is responsible for preparing records of AFCCE meetings (the Minutes), sending notices on behalf of the Association, and keeping the official documents of the Association, except financial ones. In the absence of both the President and the Vice-President, the Secretary performs the duties of President.

Practically, Secretarial duties are a group effort and I receive significant help from other Board members. The previous Secretary, Steve Crowley, helped my transition into this office and filled in for me when I was unable to attend meetings, and his assistance was greatly appreciated.

Board of Directors and Officers

For 2015-2016, the Association’s Board of Directors and Officers consisted of:

<table>
<thead>
<tr>
<th>Name/position (term expiry date)</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>M</strong> Eric Wandel / President (2016)</td>
<td><a href="mailto:eric@wavepointresearch.com">eric@wavepointresearch.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Bob Weller / Vice-president (2019)</td>
<td><a href="mailto:rweller@nab.org">rweller@nab.org</a></td>
</tr>
<tr>
<td><strong>AM</strong> David Layer / Secretary (2017)</td>
<td><a href="mailto:dlayer@nab.org">dlayer@nab.org</a></td>
</tr>
<tr>
<td><strong>AM</strong> Ron Chase / Treasurer (2018)</td>
<td><a href="mailto:ronchase@verizon.net">ronchase@verizon.net</a></td>
</tr>
<tr>
<td><strong>M</strong> Steve Crowley (2018)</td>
<td><a href="mailto:steve@stevencrowley.com">steve@stevencrowley.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Marshall Cross (2018)</td>
<td><a href="mailto:mcross@megawave.com">mcross@megawave.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Ben Evans (2016)</td>
<td><a href="mailto:ben@evansengsolutions.com">ben@evansengsolutions.com</a></td>
</tr>
<tr>
<td><strong>M</strong> Mark Fehlig (2019)</td>
<td><a href="mailto:mfehlig@ieee.org">mfehlig@ieee.org</a></td>
</tr>
<tr>
<td><strong>AM</strong> John Lyons (2018)</td>
<td><a href="mailto:jlyons@durst.org">jlyons@durst.org</a></td>
</tr>
</tbody>
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Regular Meetings of the Board of Directors

The AFCCE Board of Directors had seven regular meetings during the period between July 1, 2015 and June 30, 2016. They were held on the following dates: September 25, October 30, and November 19, 2015, and on January 22, February 19, March 18, and May 20, 2016.
The Board is grateful to Fletcher Heald & Hildreth for their hospitality in hosting the Board meetings.

Membership

As of June 19, 2016, there are 216 active AFCCE members, based upon the Association’s active email listing maintained on the Association web page (hosted by WordPress). The Admissions Committee report details membership actions during the year.

Emails to Membership

During this term I worked with our President, Eric Wandel, and our web master, Mike Rhodes, to correct and consolidate the member lists used for keeping track of members and as an email database. Near the end of the term, Mike and I consolidated the “Secretary” and web page member email lists and I started sending out all emails to membership using the “Mail Poet” feature of the WordPress web page. My recommendation is that the Secretary continue to send out emails to membership using the WordPress web page, since in doing so it is possible to take advantage of the WordPress member list and in addition the emails sent out in this fashion provide members with the ability to modify their email reception preferences.

Annual Report

The AFCCE Annual Report for 2015-2016 is to be published in electronic form following the Annual Meeting. Individual reports presented during the Annual Meeting may be corrected or updated for the Annual Report. It is planned to include the Minutes from the 2015-2016 Annual Meeting in the 2015-2016 AFCCE Annual Report.

Respectfully Submitted,

David H. Layer
This report covers the financial status and transactions of the Association from May 1, 2015 through April 30, 2016. The commencement date follows the ending date of the 2014-2015 Treasurer’s Annual Report.

The attached AFCCE Treasurer’s Annual Report dated 5/1/15 – 4/30/16 shows a balance of $53,626 in the Association checking account and $77,463 in a Wachovia Bank Money Market Account opened on 5/27/2010. The Association operates on a cash basis. The total income for the reported period was $67,053. The attached Gain and Loss and Balance Sheets provide current as well as historical detailed information. Additional information that will help in understanding this year’s data, is provided below in the sections on “Membership Renewal” and “Scholarship Account” Issue discussion.

The following events occurred during this period that departed from the usual year-to-year procedures that the Treasurer normally encounters.

**Bookkeeper Transition - Anne Neel to Denise Branson:** The Board decided late in November to hire Denise in the bookkeeper position. A contract, supplied by Eric, stated our bookkeeping requirements and provided for a provisional period of service of one year at a salary of $35/hr. Although the contract had a start date of 1 Dec 2015, it was not finalized with signatures until late January. The first Treasurer’s report was submitted by Denise for the February board meeting.

Anne worked with Denise to complete the transition and she provided all of the electronic copies of her records in mid-January. She indicated that she would review Denise’s reports and continue to provide help and assistance through this year. Anne also plans to provide all of the paper copies of her records sometime this year, when she expects to make a trip to our area.

Treasurer worked with Denise to add her to our bank accounts, purchase software (Quick-Books) for the position, and obtain a credit card for AFCCE use. A problem occurred with adding Denise to the scholarship account. The bank needed a copy of a Certificate of Incorporation – to verify our “good standing” in DC, and a copy of the AFCCE-SF Articles of Incorporation (from 1984). Both were obtained in early March and Denise was added to AFCCE’s accounts (Anne was removed at that time). Denise was directed to set up an on-line Quick-Books account, allowing for software upgrades, automatic data back-up, and on-line access for our officers. However the cost for that
type of service was a significant expense, and the decision was made to buy a copy of the software (owned by AFCCE) for her personal use. After the board reviewed the security information on a chip enabled, business debit card, to be used strictly for AFCCE business, Denise received the card from our bank. It was decided that it would be more convenient for the bookkeeper to pay AFCCE bills via the debit card, rather than have an AFCCE officer obtain a business card for AFCCE payments.

Near term medical issues for both bookkeepers have caused some wrinkles in this smooth transition. In late March, Anne developed acute bronchitis, and suspended work to recover. She reported to Denise this month that she is getting better, but is not yet ready to handle any work issues. In mid-May, Denise took a spill at a soccer game with her grandson and suffered a contusion and mild concussion. Doctors prescribed rest for almost two weeks (also not allowed to drive), and she is only gradually returning to full activity.

**AFCCE Credit Card (cc) issues:** Treasurer had many complaints about oddities with the cc system relating to membership payments. Just one example involved identifying a member, when the name at the cc site was an employee at the member’s business, paying by cc for an AFCCE event. I am pleased to report that Mike Rhodes has solved all of these past problems, by creating files which show all the details from the AFCCE web site form when a credit card is used for payment at each AFCCE event.

One other problem, now corrected, involved member payments through the AFCCE web site not being forwarded to the cc site. It looks like all of the “bugs” that usually crop up with a web transition are now resolved.

I mentioned last year that the cc company announced they will accept e-checks which would accommodate fixed date bank payments, and at least one of our members has asked about making multiple year payments at one time. No actions have been taken on these to date.

**D&O Insurance:** Our insurance is now available on a yearly basis (it used to be a two-year policy renewal). A brief discussion at one of last year’s board meetings, and comments from an FHH AFCCE member, seem to agree that the protection levels in the policy are adequate and commensurate with our needs.

**Yearly Financial Audit:** The requirement to audit the organization’s financial information was completed this year by having Lanny Nass (Treasurer before me) review the last year’s annual report for both the Operating and Scholarship accounts. Lanny provided a letter to the board, dated 1 Sept 2015, stating they were “true and accurate representations of the Association’s financial activities and standing”. Treasurer recommends that an Audit by an outside firm should be performed in a year or two, after the new bookkeeper has more experience with the position.

**E. Noel Luddy Scholarship:** Late last year, a general agreement was reached with Dielectric for their continued support of the E. Noel Luddy Scholarship. Treasurer will provide a “receipt” in January to the company for their contribution, and an AFCCE acknowledgement letter (with the tax statement) after the contribution is received.
Membership Renewal Issue: Last year many membership renewals were received in May and June. That resulted in the reporting of an amount larger (by almost $2000), than we would have received, if every member renewed this year ie this report period covers portions of both years. That makes it difficult to assess our financial state based on the reporting period used in this annual report.

Scholarship Account Issue: Both AFCCE checking accounts (operating and scholarship fund) contain a restriction that if the balance in the account drops below $7,500 they incur a fee of $15.00 for each month that the account is below that limit. In the past, the Scholarship account has incurred this fee each time scholarships were awarded. To avoid this fee, $8,700 was transferred from the operating account to the scholarship account, with the agreement that scholarship awards in the future would not be allowed to bring the account balance below $7,500. A side effect of this fund transfer is that the reported balance in the scholarship fund will look like an “inflated” value compared to previous years values.

Near Term Issue: The format and data in the financial tables provided in the annual report should be changed. The existing reporting period of 1 May to 30 April does not provide a coherent way to view AFCCE financial information because it conflates data from two different years, splitting some event payments and obscuring a consistent picture. AFCCE functions and spends on a calendar year basis ie 1 Jan to 30 Dec. Treasurer recommends comparing the financial data across previous calendar years, to see what income and expenses are changing and why, and only including one table to cover the income and expenses in the approximately 6 months from the beginning of the year to the Annual Meeting month.

Attachments herein include:
- AFCCE Treasurer’s Annual Report 5/1/15 - 4/30/16
- AFCCE Gain and Loss Sheet as of 4/30/16
- AFCCE 4 year Gain and Loss Balance Sheet 5/1/12 - 4/30/16
- AFCCE 4 year Balance Sheet 4/13 - 4/16

Respectfully submitted,

Ronald J Chase
AFCCE Treasurer
15 June, 2016
<table>
<thead>
<tr>
<th><strong>Opening Balance, Checking</strong></th>
<th>$ 61,933.34</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Opening Balance, Wells Fargo Bus. Savings</strong></td>
<td>$ 77,418.40</td>
</tr>
</tbody>
</table>

**Income for the period from all sources:** $ 66,743.39

1. Annual Meeting 2015  
   13,750.00
2. Annual Meeting 2016  
   5,000.00
3. Dues Income (2015, 2016)  
   26,151.26
   6,950.00
5. FCC Reception Income (2015)  
   1,720.00
6. Interest on Bus. Savings  
   62.13
7. Luncheon Income  
   7,475.00
8. Scholarship Income  
   3,065.00
9. Symposium Income  
   2,570.00

**Expenditures for the period totaled:** $ 75,005.98

1. Accounting  
   250.00
2. Annual Meeting 2015  
   16,680.98
3. Awards Supplies  
   515.00
   4,495.80
5. Credit card processing fees  
   1,878.84
6. Fall Social 2015  
   12,447.28
7. FCC Reception 2015  
   9,055.95
8. FCC Reception 2016  
   2,600.00
9. Grant  
   200.00
10. Insurance (D&O, Liability)  
    1,299.00
11. Luncheons  
    7,832.02
12. Office supplies  
    273.15
13. Postage  
    98.49
14. Post Office Box  
    156.00
15. Printing (directories and hand-outs)  
    1,538.59
16. Professional Services  
    497.00
17. Scholarship Fund General donation  
    14,955.00
18. Tax - DC Domestic Nonprofit  
    17.34
19. Tax - Federal Withholding  
    53.16
20. Web site  
    98.49
21. Cash in Bank Checking Savings 4/30/16: $ 131,089.15
(Checking $53,625.96; Savings $77,463.19)

Respectfully submitted:
Ronald Chase, Treasurer, 5/15/2016
# Association of Federal Communications Consulting Engineers

## Gain and Loss

**As of April 30, 2015**

### Income

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Symposium Income</td>
<td>2,570.00</td>
</tr>
<tr>
<td>4000 Annual Meeting Income</td>
<td>18,750.00</td>
</tr>
<tr>
<td>4001 FCC Reception Income</td>
<td>1,720.00</td>
</tr>
<tr>
<td>4002 Luncheon Income</td>
<td>7,475.00</td>
</tr>
<tr>
<td>Dues Income</td>
<td>26,151.26</td>
</tr>
<tr>
<td>Fall Social Income</td>
<td>3,100.00</td>
</tr>
<tr>
<td>F.S. Sponsorship</td>
<td>3,850.00</td>
</tr>
<tr>
<td>Total Fall Social Income</td>
<td>6,950.00</td>
</tr>
<tr>
<td>Income Scholarship</td>
<td>3,065.00</td>
</tr>
<tr>
<td>Interest Income</td>
<td>62.13</td>
</tr>
<tr>
<td>Other Inc</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>66,743.39</td>
</tr>
</tbody>
</table>

### Gross Profit

- **Expense**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td></td>
</tr>
<tr>
<td>Accountant</td>
<td>250.00</td>
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<tr>
<td>Bookkeepers</td>
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<td>Quick Books Online</td>
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<tr>
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<td></td>
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<tr>
<td>Insurance</td>
<td></td>
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<tr>
<td>Food</td>
<td>14,462.83</td>
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<tr>
<td>Travel</td>
<td>748.50</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>469.65</td>
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<tr>
<td>Total Annual Meeting</td>
<td>16,680.98</td>
</tr>
<tr>
<td>Awards supplies</td>
<td>515.00</td>
</tr>
<tr>
<td>Bank Charges</td>
<td></td>
</tr>
<tr>
<td>Credit Card processing fees</td>
<td>1,878.84</td>
</tr>
<tr>
<td>Fall Social</td>
<td></td>
</tr>
<tr>
<td>Bar</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>210.11</td>
</tr>
<tr>
<td>Fall Social - Other</td>
<td>4887.17</td>
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<tr>
<td>Income to SF</td>
<td>7,350.00</td>
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<tr>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>Total Fall Social</td>
<td>12,447.28</td>
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<tr>
<td>FCC Reception</td>
<td>11,655.95</td>
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<tr>
<td>Fees</td>
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<tr>
<td>Insurance</td>
<td>1,299.00</td>
</tr>
<tr>
<td>Luncheon</td>
<td></td>
</tr>
<tr>
<td>Audio Visual</td>
<td>159.00</td>
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<tr>
<td>Bar</td>
<td>260.00</td>
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<tr>
<td>Food</td>
<td>7,413.02</td>
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<tr>
<td>Total Luncheon</td>
<td>7,832.02</td>
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<tr>
<td>Grant/Gift</td>
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<tr>
<td>Postage</td>
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<td>Post Office Box Rental</td>
<td>156.00</td>
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<tr>
<td>Print/Post</td>
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<tr>
<td>Professional Services</td>
<td>497.00</td>
</tr>
<tr>
<td>Scholarship</td>
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</tr>
<tr>
<td>Noel Luddy Scholarship Fund</td>
<td></td>
</tr>
<tr>
<td>AFCCE Match</td>
<td>3,025.00</td>
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<tr>
<td>Donations</td>
<td>3,025.00</td>
</tr>
<tr>
<td>General</td>
<td>8,905.00</td>
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<tr>
<td>Total Scholarship</td>
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<tr>
<td>Supplies</td>
<td>233.27</td>
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<tr>
<td>Tax Domestic Nonprofit</td>
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<tr>
<td>Tax Federal Withholding</td>
<td>17.34</td>
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<td>Web site</td>
<td>162.38</td>
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<tr>
<td><strong>Total Expense</strong></td>
<td>75,005.98</td>
</tr>
</tbody>
</table>

**Net Income** -8,262.59
## Association of Federal Communications Consulting Engineers
### 4-Year Gain/Loss Balance Sheet

<table>
<thead>
<tr>
<th></th>
<th>May '12 - Apr 13</th>
<th>May '13 - Apr 14</th>
<th>May '14 - Apr 15</th>
<th>May '15 - Apr 16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4000 Annual Meeting Income</td>
<td>17,060.00</td>
<td>11,998.00</td>
<td>7,625.00</td>
<td>18,750.00</td>
</tr>
<tr>
<td>4001 FCC Reception Income</td>
<td>2,520.00</td>
<td>2,650.00</td>
<td>2,040.00</td>
<td>1,720.00</td>
</tr>
<tr>
<td>4002 Luncheon Income</td>
<td>8,135.00</td>
<td>9,185.00</td>
<td>8,720.00</td>
<td>7,475.00</td>
</tr>
<tr>
<td>4003 Annual Meeting Sponsorship</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Dues Income</td>
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<td>21,320.00</td>
<td>22,320.00</td>
<td>26,151.26</td>
</tr>
<tr>
<td>Income Scholarship</td>
<td>2,980.00</td>
<td>2,791.21</td>
<td>3,130.00</td>
<td>3,065.00</td>
</tr>
<tr>
<td>Fall Social Income</td>
<td>0.00</td>
<td>3,300.00</td>
<td>400.00</td>
<td>6,950.00</td>
</tr>
<tr>
<td>Symposium Income</td>
<td>0.00</td>
<td>1,934.00</td>
<td>2,116.00</td>
<td>2,570.00</td>
</tr>
<tr>
<td>Interest Income</td>
<td>127.02</td>
<td>77.14</td>
<td>61.91</td>
<td>62.13</td>
</tr>
<tr>
<td>Noel Luddy Scholarship</td>
<td>0.00</td>
<td>2,500.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Other income</td>
<td>0.00</td>
<td>0.00</td>
<td>140.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>56,912.02</strong></td>
<td><strong>55,755.35</strong></td>
<td><strong>46,552.91</strong></td>
<td><strong>66,743.39</strong></td>
</tr>
</tbody>
</table>

|                  |                  |                  |                  |                  |
| **Expense**      |                  |                  |                  |                  |
| Accounting       | 2,125.65  | 2,733.95  | 3,515.15  | 4,785.68  |
| Annual Meeting   |                  |                  |                  |                  |
| Banquet          | 6,544.42  | 8,341.18  | 3,533.44  | 14,462.83  |
| Transportation   | 213.00  | 975.00  | 0.00  | 748.50  |
| Other            | 3,109.83  | 1,142.80  | 8,595.38  | 1,469.65  |
| **Total Annual Meeting** | **9,867.25**  | **10,458.98**  | **12,128.82**  | **16,680.98**  |
| Awards Supplies  | 0.00  | 707.44  | 168.51  | 515.00  |
| Bank Charges     | 6.00  | 0.00  | 3.00  | 515.00  |
| Board Meeting Dinner | 0.00  | 2,294.38  | 0.00  | 0.00  |
| Credit card processing fees | 488.61  | 1,046.61  | 1,203.00  | 1,878.84  |
| Fall Social      | 4,390.63  | 4,880.00  | 3,385.85  | 12,447.28  |
| FCC Reception    | 6,163.00  | 8,866.26  | 10,628.48  | 11,655.95  |
| Fee DC Registered Agent Service | 0.00  | 97.00  | 97.00  | 97.00  |
| Grant            |                  |                  |                  | 253.16  |
| Insurance        | 2,660.00  | 0.00  | 1,274.00  | 1,299.00  |
| Luncheons        |                  |                  |                  |                  |
| Audio Visual     | 157.50  | 367.50  | 159.60  | 159.00  |
| Food             | 7,317.94  | 8,288.05  | 9,221.37  | 7,673.02  |
| **Total Luncheon** | **7,475.44**  | **8,655.55**  | **9,380.97**  | **7,832.02**  |
| Postage          | 237.93  | 265.05  | 26.87  | 98.49  |
| Post Office Box Rental | 144.00  | 148.00  | 154.00  | 156.00  |
| Printing         | 980.60  | 875.44  | 290.72  | 1,538.59  |
| Professional Services | 0.00  | 500.00  | 0.00  | 497.00  |
| Scholarship Fund |                  |                  |                  |                  |
| AFCCE Match      | 2,980.00  | 2,691.21  | 420.00  | 3,025.00  |
| Donations        | 2,980.00  | 2,791.21  | 420.00  | 3,025.00  |
| Transfer to S.F. | 0.00  | 0.00  | 90.00  | 8,905.00  |
| Transfer to S.F. Noel Luddy Schl. | 0.00  | 2,500.00  | 2,400.00  | 0.00  |
| Transfer to S.F. Fall Social income | 0.00  | 3,300.00  | 0.00  | 0.00  |
| **Total Scholarship** | **5,960.00**  | **11,182.42**  | **3,330.00**  | **14,955.00**  |
| Supplies         | 0.00  | 358.06  | 26.49  | 233.27  |
| Symposium expenses | 0.00  | 5,999.72  | 0.00  | 0.00  |
| Tax DC Domestic Nonprofit | 0.00  | 0.00  | 130.00  | 0.00  |
| Tax, Federal Withholding | 35.50  | 21.51  | 17.30  | 17.34  |
| Trademark renewal | 600.00  | 0.00  | 0.00  | 0.00  |
| Web site         | 1,326.78  | 1,419.99  | 2,073.15  | 162.38  |
| **Total Expense** | **42,461.69**  | **60,610.36**  | **47,833.31**  | **75,005.98**  |

|                  |                  |                  |                  |                  |
| **Net Gain/Loss** | **14,450.33**  | **(4,855.01)**  | **(1,280.40)**  | **-8,262.59**  |
Association of Federal Communications Consulting Engineers
4-Year Balance Sheet

<table>
<thead>
<tr>
<th></th>
<th>Apr 30, 13</th>
<th>Apr 30, 14</th>
<th>Apr 30, 15</th>
<th>Apr 30, 16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Checking/Savings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHECKING</td>
<td>68,168.99</td>
<td>63,258.35</td>
<td>61,933.34</td>
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<tr>
<td>Business Savings (Wells Fargo)</td>
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<td>77,373.79</td>
<td>77,418.40</td>
<td>77,463.19</td>
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<tr>
<td>Total Checking/Savings</td>
<td>145,487.15</td>
<td>140,632.14</td>
<td>139,351.74</td>
<td>127,408.88</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>145,487.15</td>
<td>140,632.14</td>
<td>139,351.74</td>
<td>127,408.88</td>
</tr>
<tr>
<td><strong>LIABILITIES &amp; EQUITY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening Balance Equity</td>
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<td>0.00</td>
<td>0.00</td>
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<td>Retained Earnings</td>
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<td>141,470.59</td>
<td>147,960.05</td>
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<tr>
<td>Net Gain/Loss</td>
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<td>(8,608.31)</td>
<td>(23,231.02)</td>
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<tr>
<td>Total Equity</td>
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<td>140,632.14</td>
<td>139,351.74</td>
<td>125,979.15</td>
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<tr>
<td><strong>TOTAL LIABILITIES &amp; EQUITY</strong></td>
<td>145,487.15</td>
<td>140,632.14</td>
<td>139,351.74</td>
<td>127,408.88</td>
</tr>
</tbody>
</table>
This report covers the financial status and transactions of the Association from May 1, 2015 through April 30, 2016. The commencement date follows the ending date of the 2014-2015 Treasurer’s Annual Report.

The attached AFCCE Scholarship Fund Annual Report dated 5/1/15 – 4/30/16 shows a balance of $11,153 in the Scholarship Fund checking account (see NOTE below). The Fund operates on a cash basis.

As reflected in the attached Annual Report financial sheet, the total income from all sources for the period was $30,745. All expenditures for the period went toward 15 awards. The attached four-year Net Gain and Loss Balance Sheets provide historical detailed information from May 1, 2012 through April 30, 2016.

NOTE: A transfer of $8,750 from the Operating Fund to the Scholarship Fund in Feb of 2016, was to prevent bank fees if the bank amount dropped below $7,500, and cover an excess scholarship commitment ($1,250). That makes the scholarship fund appear to have significantly larger amounts this year than in past years.

Attachments herein include:
- AFCCE Scholarship Fund Treasurer’s Annual Report 5/1/15 - 4/30/16
- AFCCE Scholarship Fund Gain and Loss Sheet as of 5/1/15 - 4/30/16
- AFCCE Scholarship Fund 4-year Balance Sheet 4/13 - 4/16
- AFCCE Scholarship Fund 4-year Gain and Loss Sheet 5/12 - 4/16
- Table and Graph on Sch. Contributions provided with Member Renewals

Respectfully submitted,

Ronald J Chase, Treasurer
June 12, 2016
AFCCE Scholarship Fund Treasurer’s Annual Report  
5/1/15 – 4/30/16

<table>
<thead>
<tr>
<th>Opening Balance</th>
<th>$ 2,921.91</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income for the period from all sources:</td>
<td>$ 30,745.00</td>
</tr>
</tbody>
</table>

1. Op Fund Xfer 8,750.00  
   General 155.00  
   Renewals 3,025.00  
   Memorials 1,100.00  
   Matching Scholarship Donations 3,025.00

2. 2015 Fall Social donations 4,290.00  
   2015 Fall Social sponsorships 7,900.00

3. Noel Luddy Scholarship 2,500.00

Expenditures for the period totaled: $ 22,514.00

| Bank Fee | 14.00 |
| Scholarships paid: $19,000.00, Noel Luddy Sch. $3,500 |
| Elaine Khuu (Fall 2015) | 2,000.00 |
| Abdoulie O’Njie, Jr. (Fall 2015) | 1,000.00 |
| Alexander Cheu (Fall 2015) | 2,500.00 |
| Alexander Cheu (Spring 2016) | 2,500.00 |
| Andrew C. Krew (Fall 2015) | 2,500.00 |
| Andrew C. Krew (Spring 2016) | 2,500.00 |
| Carl Hansen (Spring 2016) | 1,000.00 |
| Dhantha Abeydeera Gunaratna (Fall 2015) | 1,000.00 |
| Ebin Matthews (Spring 2016 Noel Luddy) | 500.00 |
| Edward Novikov (Fall 2015) | 1,000.00 |
| Edward Novikov (Spring 2016) | 1,000.00 |
| Elaine Khuu (Spring 2016) | 2,000.00 |
| Prosanta Paul (Spring 2016 Noel Luddy) | 500.00 |
| Rafida Zaman (Fall 2015 Noel Luddy) | 1,000.00 |
| Rafida Zaman (Spring 2016 Noel Luddy) | 1,500.00 |

4. Cash in Bank 4/30/16: $ 11,152.91

Respectfully submitted:  
Ronald Chase, Treasurer, 6/10/2016

1. Maintain Min bank balance ($7,500) and cover excess scholarship commitment ($1,250). One time Xfer from Op Fund

2. 2015 Fall Social: Income $6,950; Expenses $4,887.17 (paid by Op. Acct.); Net $2,062.83

3. E. Noel Luddy Scholarships balance $0  
   Opening balance $1,000, contribution $2,500, paid $3,500

4. Cash in Bank $11,152.91, plus Noel Luddy Schol. $0 (a balance sheet account)  
   ($5110 to be transferred from the Op Acct.)
### AFCCE Scholarship Fund Treasurer’s Annual Report

#### Gain and Loss

**5/1/15 – 4/30/16**

<table>
<thead>
<tr>
<th>Income</th>
<th>May ’15 - Apr 16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contribution</strong></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>155.00</td>
</tr>
<tr>
<td>Memorial</td>
<td>1,100.00</td>
</tr>
<tr>
<td>Renewal</td>
<td>3,025.00</td>
</tr>
<tr>
<td>1 Op Fund Xfer</td>
<td>8,750.00</td>
</tr>
<tr>
<td><strong>Total Contribution</strong></td>
<td>13,030.00</td>
</tr>
<tr>
<td><strong>Dues</strong></td>
<td></td>
</tr>
<tr>
<td>Fall Social</td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td>4,290.00</td>
</tr>
<tr>
<td>Sponsorship</td>
<td>7,900.00</td>
</tr>
<tr>
<td><strong>Total Fall Social</strong></td>
<td>12,190.00</td>
</tr>
<tr>
<td>Luncheon Income</td>
<td></td>
</tr>
<tr>
<td>Matching Scholarship Donations</td>
<td>3,025.00</td>
</tr>
<tr>
<td>Symposium Income</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>28,245.00</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
</tr>
<tr>
<td>Bank Charges</td>
<td>14.00</td>
</tr>
<tr>
<td>2 Scholarship Pd</td>
<td>19,000.00</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>19,014.00</td>
</tr>
</tbody>
</table>

| **Net Gain/Loss**               | 9,231.00         |

1. Maintain Min Bank balance and cover excess scholarship commitment

2. An additional $3,000 was paid from the Noel Luddy Scholarship. That amount does not appear on this report because this scholarship is a Balance Sheet account.
## AFCCE Scholarship Fund Treasurer’s Annual Report
### 4-Year Balance Sheet

<table>
<thead>
<tr>
<th></th>
<th>Apr 30, 13</th>
<th>Apr 30, 14</th>
<th>Apr 30, 15</th>
<th>Apr 30, 16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Checking/Savings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCHOLARSHIP FUND</td>
<td>10,211.49</td>
<td>9,343.91</td>
<td>2,921.91</td>
<td>11,152.91</td>
</tr>
<tr>
<td>Total Checking/Savings</td>
<td>10,211.49</td>
<td>9,343.91</td>
<td>2,921.91</td>
<td>11,152.91</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>10,211.49</td>
<td>9,343.91</td>
<td>2,921.91</td>
<td>11,152.91</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>10,211.49</td>
<td>9,343.91</td>
<td>2,921.91</td>
<td>11,152.91</td>
</tr>
<tr>
<td><strong>LIABILITIES &amp; EQUITY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Noel Luddy Scholarship Fund Equity</td>
<td>600.00</td>
<td>100.00</td>
<td>1,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>6,874.49</td>
<td>10,281.49</td>
<td>11,921.91</td>
<td>7,061.91</td>
</tr>
<tr>
<td>Net Gain/Loss</td>
<td>2,737.00</td>
<td>-1,037.58</td>
<td>-10,000.00</td>
<td>4,091.00</td>
</tr>
<tr>
<td>Total Equity</td>
<td>9,611.49</td>
<td>9,243.91</td>
<td>1,921.91</td>
<td>11,152.91</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES &amp; EQUITY</strong></td>
<td>10,211.49</td>
<td>9,343.91</td>
<td>2,921.91</td>
<td>11,152.91</td>
</tr>
</tbody>
</table>
# AFCCE Scholarship Fund Treasurer’s Annual Report
## 4-Year Gain/Loss Balance Sheet

<table>
<thead>
<tr>
<th>Income</th>
<th>May '12 - Apr 13</th>
<th>May '13 - Apr 14</th>
<th>May '14 - Apr 15</th>
<th>May '14 - Apr 16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contribution</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>110.00</td>
<td>200.00</td>
<td>488.00</td>
<td>155.00</td>
</tr>
<tr>
<td>Memorial</td>
<td>2000</td>
<td>50.00</td>
<td>0.00</td>
<td>1,100.00</td>
</tr>
<tr>
<td>Renewal</td>
<td>2,980.00</td>
<td>2,691.21</td>
<td>420.00</td>
<td>3,025.00</td>
</tr>
<tr>
<td>Op Fund Xfer</td>
<td></td>
<td></td>
<td></td>
<td>8,750.00</td>
</tr>
<tr>
<td><strong>Total Contribution</strong></td>
<td>5,140.00</td>
<td>2,941.21</td>
<td>908.00</td>
<td>13,030.00</td>
</tr>
<tr>
<td><strong>Fall Social</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sponsorship</td>
<td>3,500.00</td>
<td>3,000.00</td>
<td>7,500.00</td>
<td>7,900.00</td>
</tr>
<tr>
<td>Fall Social - Other</td>
<td>800.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Donations</td>
<td>3,650.00</td>
<td>4,500.00</td>
<td>3,850.00</td>
<td>4,290.00</td>
</tr>
<tr>
<td><strong>Total Fall Social</strong></td>
<td>7,950.00</td>
<td>7,500.00</td>
<td>11,350.00</td>
<td>12,190.00</td>
</tr>
<tr>
<td><strong>Total Matching Scholarship Donations</strong></td>
<td>2,980.00</td>
<td>2,691.21</td>
<td>420.00</td>
<td>3,025.00</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>16,070.00</td>
<td>13,132.42</td>
<td>12,678.00</td>
<td>28,245.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>3.00</td>
<td>0.00</td>
<td>0.00</td>
<td>14.00</td>
</tr>
<tr>
<td>DC Annual Report</td>
<td>130.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>DC Reinstatement Fee</td>
<td>80.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Incorporation service to 3/2013</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Scholarships paid</strong></td>
<td>16,600.00</td>
<td>13,500.00</td>
<td>20,000.00</td>
<td>19,000.00</td>
</tr>
</tbody>
</table>

| Net Gain/Loss                    | 16,813.00        | 13,500.00        | 20,000.00        | 19,014.00        |
|                                  | (793.00)         | (367.58)         | (7,322.00)       | 9,231.00         |
Scholarship Contributions provided with Membership Renewals: Each year a significant amount of funds are contributed to the Scholarship fund along with the membership renewal dues. Those contributions are well leveraged, since all individual contribution amounts ($200.00 or less) are matched with funds from the operating account. Other “significant” contributions to the Scholarship fund are generally recognized – amounts of $250.00 or above must be acknowledged with a “tax” letter (IRS rule) – such as donations from Fall Social sponsors. Some information is provided here on the membership renewal donations for this year (2016 only) to shed some light on this data, hoping this will encourage more members to consider this opportunity.

<table>
<thead>
<tr>
<th>Amounts</th>
<th># of contributors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Below $50</td>
<td>9</td>
</tr>
<tr>
<td>$50 to $99</td>
<td>16</td>
</tr>
<tr>
<td>$100 to $149</td>
<td>12</td>
</tr>
<tr>
<td>$150 to $199</td>
<td>1</td>
</tr>
<tr>
<td>$200 and above</td>
<td>1</td>
</tr>
</tbody>
</table>

The largest contributor for this year was **Mr. Robert Hoover**. The Officers extend their thanks to Bob and all of the members who contributed with their membership renewal dues.
Since August 2015, the following individual applications were processed and recommended to the Board for membership as indicated:

For Full Membership:
Ted A. Abrams, P.E., President, Abrams Wireless

For Associate Membership:
Dennis Heymans, RF Systems/Filter Product Sales, MYAT, Inc.
Christopher A. Wieczorek, Principle Corporate Counsel, T-Mobile
Dale S. Ladner, Regional Sales Manager, Shively Labs
James E. Heard, Owner, DTVPros LLC
E. Glynn Walden, Consultant to CBS Radio
Keith Pelletier, Vice President and General Manager, Dielectric LLC
Daniel Grant Ryson, CBS, Associate Director, Spectrum Management

Respectfully submitted,

Matthew A. Sanderford, Jr., P.E.
Committee Chairman
AFCCE Admissions Committee

Cc: Joseph M. Davis, P.E.
William R. Meintel
June Admissions Committee Report, 2016

One application was received, evaluated and recommended as follows:

For Associate Membership:

Daniel Grant Ryson, CBS, Associate Director, Spectrum Management

The above application was reviewed and found to be in compliance with the current membership By-Laws.

It is, therefore, the recommendation of this committee that this application be granted.

Respectfully submitted,

Matthew A. Sanderford, Jr., P.E.
Committee Chairman
AFCCE Admissions Committee

Cc: Joseph M. Davis, P.E.
William R. Meintel
Annual Report of the Professional Ethics & Grievances Committee


No matters were brought to the attention of this Committee during the past year.

AFCCE members are expected to adhere to the Code of Ethics for Engineers (which can be found at www.nspe.org/resources/ethics/code-ethics) in dealing with clients, the public, and other Engineers.

Respectfully submitted,

[Signature]

B. Benjamin Evans, P.E.
Ethics & Grievances Committee Chairman

June 13, 2016
The Engineering Rules and Standards Committee helped facilitate preparation of reply comments in the FCC’s AM revitalization proceeding (MM Docket 13-249).

In considering filing comments with the FCC, the AFCCE board takes into account the following guidelines it adopted on May 22, 2015:

1. If there is little interest among AFCCE members in an FCC matter, or if an FCC matter is especially contentious among AFCCE members, AFCCE should not participate in that matter.

2. Members should be sent the text of proposed AFCCE filings a minimum of seven days in advance of filing.

3. AFCCE should strive for consensus, but unanimity of the members is not necessary to make an FCC filing.

Respectfully submitted,

Steve Crowley
Chairperson, Engineering Rules and Standards Committee

June 12, 2016
The Permanent Arrangements Committee is composed of the Vice-President, who works closely with the Program Chairman and the Local Arrangements Chairman. I would like to thank Martin Doczkat and John Reiser, who have continued to serve ably in those roles for the past several years. The main functions of the Committee are to plan the monthly luncheon meetings, the Fall Social, the FCC Reception, and the Annual Meeting.

**Dates and Events.** Monthly luncheon meetings continue to be held at the Dogwood Room of the Key Bridge Holiday Inn in Rosslyn, Virginia. Most luncheon meetings are held on Friday, and arrangement that is intended to allow for reduced travel costs for members attending from out of town. During the 2015–2016 term, seven luncheon meetings were scheduled: September 25, October 30, and November 19, 2015; and January 22, February 19, March 18, and May 20, 2016. The January meeting was cancelled due to a declared snow emergency. Luncheon costs at the Holiday Inn increased by about 25% in January, but the board decided not to increase the attendance fee. Most luncheons are about break-even, while the Symposium shows a profit.

The Fall Social was held at the Holiday Inn’s Vantage Point restaurant the evening of October 30. The FCC Reception was held at the National Press Club the evening of November 19. Both venues were the same as the previous year.

The previous Vice President entered into contracts with these venues about one year in advance to ensure availability. Similarly, I entered into contracts with these same venues, reserving space for the following 2016 and 2017 dates:

- September 16 (Friday), Noon–2:30 pm – Holiday Inn, Shenandoah Suite
- October 21 (Friday), Noon–5:00 pm – Holiday Inn, Ballroom (Luncheon and Symposium)
- October 21 (Friday), 6:00–9:00 pm – Holiday Inn, Vantage Point Restaurant (Fall Social)
- November 16 (Wednesday), Noon–2:30 pm – Holiday Inn, Dogwood Room
- November 16 (Wednesday), 4–8 pm – National Press Club (FCC Reception)
- January 13 (Friday), Noon–2:30 pm – Holiday Inn, Dogwood Room
- February 10 (Friday), Noon–2:30 pm – Holiday Inn, Dogwood Room
- March 17 (Friday), Noon–2:30 pm – Holiday Inn, Dogwood Room
- May 19 (Friday), Noon–2:30 pm – Holiday Inn, Dogwood Room

Events at the Holiday Inn can be canceled without penalty with 30 days notice. The National Press Club required a $2,600 non-refundable deposit.
Speakers and Attendance. Attendance at AFCCE events was largely in-line with the previous year. FCC speakers continue to typically be more of a “draw” even during months when attendance is often low. Most attendees register and pay online at the AFCCE.org website, but a number of attendees continue to choose to pay by check or cash at the event. Speakers and approximate attendance during the 2015–2016 year was as follows:

- September 25 – (Les Kutasi, Dialight) – 23
- October 30 – (Luncheon/Symposium) – 51
- October 30 – (Fall Social) – 46
- November 19 – (Michael Ha, FCC) – 34
- November 19 – (FCC Reception) – 34 AFCCE Members, 70 FCC Staff
- January 22 – cancelled due to snow emergency
- February 19 – (two presenters, MITRE) – 25
- March 18 – (Mark Colombo, FCC and Chris Wieczorek, T-Mobile) – 55
- May 20, 2016 – (Dennis Roberson, FCC TAC) – 32

Annual Meeting. Following some exploration of a possible meeting in Havana, Cuba, the board voted to hold the 2016 AFCCE Annual Meeting in Estes Park Colorado from June 23 to June 26. AFCCE contracted with the Stanley Hotel for meeting rooms and banquet facilities, and negotiated a block of 25 rooms (75 room-nights) for $209/night. The entire block has been booked. The meeting registration fee remains the same as in past years, $350/members and $250/guests. Several months following negotiation of room rates, food and beverage minimums, etc., the hotel significantly raised its food and beverage rates. Thus, it is very likely that this Annual Meeting will show a significant monetary loss this year.

Thank you for the opportunity to serve as Chairman of the Permanent Arrangements Committee for the 2015–2016 term.

Respectfully Submitted,

Robert D. Weller, P.E., Chairman
Permanent Arrangements Committee
13 June 2016
Annual Report of the Nominations Committee

For the June 24-25, 2016 AFCCE Annual Business Meeting

The AFCCE Board of Directors placed on the ballot the following members for elections to the upcoming vacant seats of the Board for the terms beginning July 1, 2016.

For the two Full Member vacancies (four-year terms):
Matthew Butcher
Joseph DiPietro
Jonathan Edwards
Christopher Horne

The balloting opened on May 10, 2016, when electronic ballots were emailed to the Full Members. The balloting closed on June 1, 2016. The election results will be tallied and announced at the Annual Meeting in Estes Park, Colorado.

The Board wishes to express their thanks to the above members for running for the vacant Board positions and being willing to serve on the Board.

Respectfully submitted,

B. Benjamin Evans, P.E.
Nominations Committee Chairman

June 13, 2016
REPORT FROM SECRETARY ON AFCCE BOARD ELECTION
JUNE 8, 2016

On Tuesday, May 10, 2016, an email notification was sent to the AFCCE membership (Attachment 1) regarding the Ballot for election of two full member Board positions. Members were asked to cast a vote for two of the following candidates:

- Matthew Butcher
- Joseph DiPietro
- Jonathan Edwards
- Christopher Horne

There were 19 ballots submitted, and the candidates having the largest number of votes were Jonathan Edwards and Christopher Horne. I have confirmed that those voting are full members of the Association by inspecting their entries in the membership listing on the AFCCE web site (http://afcce.org/membership-listing/).

Respectfully Submitted,

David H. Layer
AFCCE Secretary, 2015-16 term

(attachments)
From: AFCCE Secretary [mailto:secretary@afcce.org]
Sent: Tuesday, May 10, 2016 9:51 AM
Subject: Balloting open for AFCCE Board election (ballot attached)

Dear AFCCE Members,

This email is being sent only to full members of AFCCE. Balloting is now open for AFCCE’s 2016 Board of Directors election. Only full members are eligible to vote as there are only two full member Board positions open for election.

Attached is a ballot, with instructions, and biographical profiles. Balloting closes **JUNE 1, 2016**. Results will be tallied and announced at the AFCCE Annual Meeting in June.

Please let me know if you have any questions.

Best regards,

David Layer
AFCCE Secretary (2015-16 term)
AFCCE Board Election Ballot – May 2016

The AFCCE Board of Directors consists of nine members (six Full Members and three Associate Members) in accordance with Article V, Section 1 of the AFCCE Constitution. This year, two Full Member positions (four-year term) will be open and must be filled by election.

This ballot is being distributed by email as permitted in the AFCCE Bylaws, Article V, Section 5. Please vote on this electronic form (or on a printed copy if you prefer) and return this ballot to the AFCCE Secretary at secretary@afcce.org or by USPS to address shown below.

Please return this ballot as soon as possible, but no later than June 1, 2016.

The AFCCE Nominations Committee has recommended the persons listed below to be placed on the ballot for the upcoming vacant positions of the AFCCE Board of Directors for the terms beginning July 1, 2016.

Please note that only Full Members can vote for Full Member Director positions.

FULL MEMBERS ONLY – Vote for the two Full Member Director positions (check only 2):

Matthew Butcher
Joseph DiPietro
Jonathan Edwards
Christopher Horne
Write-in Candidate ________________________________

Please return ballot no later than June 1, 2016 to:

secretary@afcce.org

or: AFCCE Secretary
AFCCE
PO Box 19333
Washington, DC 20036-0333
(Please put your name and return address on envelope.)
Candidate Biographical Sketches
AFCCE Board Election Ballot – May 2016

Matthew Butcher – Nominee for FULL MEMBER Vacancy

“I have been in the wireless industry since 2000 and lead the SiteSafe, Inc. engineering team. I have an electrical engineering degree from the University of Maryland and am a Professional Engineer, licensed in several states.

“The team at SiteSafe provides independent assessment of RF exposure at wireless installations; performs analysis and mitigation of disturbances to AM radio broadcast patterns by nearby towers; analyzes signal interference between wireless services; develops and maintains the SitesafeTC modeling tool for RF exposure analysis; and presents Peoplesafe, the online and instructor-led RF awareness training program.

“I have been an AFCCE member since 2009 and have benefited greatly from the organization. I believe the AFCCE provides access to the engineers and related people working in wireless communications. To me, it is a forum for the exchange of best practices amongst competing companies and the FCC which benefits all and positively impacts the level of services available to the broadcast and wireless industry.

“As a board member of the Association, I would like to participate in the scholarship program and hope to include more people into the AFCCE from a broader range of disciplines that provide services to all FCC licensees.”

Joseph DiPietro - Nominee for FULL MEMBER Vacancy

Joe DiPietro is the Principal Engineer at RFEngineers, Inc. and Vice President of RFSoftware, Inc. He is a graduate of the University of Florida Materials Science and Engineering program. His background includes planning and growth management of broadcast and telecommunications systems, providing testimony as an expert witness before quasi-judicial bodies and directing the development of new products for the industry. Joe serves on the Board of Directors of two non-profit organizations, the Alumni and Friends of Gator Amateur Radio, Inc. and Florida Educational Radio, Inc.

Joe states, "I've gained much over the years from my membership in AFCCE and now look forward to giving back by expanding my involvement and support through service on the Board of Directors.”

(continued on next page)
Jonathan Edwards – Nominee for FULL MEMBER Vacancy

“I am proud to say I was an AFCCE scholarship recipient (recommended by Mr. Ron Rackley) while attending the Georgia Institute of Technology. What laid the groundwork for my scholarship was my involvement, while in high school, in the design and construction of a new 50 KW AM station three hours from my home. Since graduating from college in 1996, I have served in the RF consulting field for almost 20 years. I was blessed to spend the first 15 years in the broadcast field working at duTreil, Lundin & Rackley, Inc., where I worked on simple mod applications, directional AM array designs, and AM, FM and TV field measurement studies, all while being active in AFCCE and serving as its FCC liaison at one point. Due to and industry-wide downturn, I sought other local employment options in 2010 to avoid a location change.

“After a stint in the mechanical/electrical/plumbing (MEP) field, working in Sarasota and then Atlanta, in early 2015 I went to work for CityScape Consultants (whom I’d previously worked for on a consultant basis) as principal engineer full time, working remotely from my home office, while renewing my involvement in AFCCE. CityScape, a cellular consulting firm that assists government entities, is headquartered in Boca Raton, Florida and I continue to work from Atlanta, traveling nationwide for CityScape, as well as representing Tower America, the broadcast consulting arm of our company that provides many of the common services that AFCCE members are familiar with. I am fortunate to be able to continue my passion in the best of both worlds, from broadcasting to wireless. I believe my past experience and current involvement in both industries will assist AFCCE with the insight and vision to embrace new directions of future technologies. My direct participation as a board member will be a win-win to AFCCE, providing valuable input to the FCC regarding the ever increasing rollout and future of all wireless telecommunications facilities.

“I respectfully submit my desire for consideration to serve on the AFCCE Board of Directors.”

Christopher Horne – Nominee for FULL MEMBER Vacancy

Chris Horne is Program Manager at Comspec Corporation, a technical consulting firm offering support for cellular, broadcast and wireless broadband operations. Chris performs both broadcast and wireless engineering services including RF Safety training, medium-wave site inspections, FCC compliance, and systems design. He has held several management positions in the wireless industry where he has been responsible for network and equipment design, tower deployment and spectrum coordination. He holds a PhD from NC A&T State University and an MBA from East Carolina University. He is a licensed Professional Engineer in California, Hawaii, North and South Carolina, Illinois, Massachusetts and Minnesota, an adjunct teaching instructor, a member of the IEEE, SBE, Radio Club of America, as well as the AFCCE. A “ham” since 1982, Chris holds the extra class amateur radio license of W4CKH.

Chris states, “It's been my pleasure to support AFCCE through the presentations I've given at the monthly meetings. I am an advocate for AM radio as demonstrated in my AFCCE presentation on AM Revitalization in 2014. I also helped set up the ham radio station at the 2015 Annual Meeting and recently participated in proposed revisions to the by-laws. I would like to elevate my level of service to the organization by serving as a Board Member.”
LIAISON COMMITTEE REPORT
FOR YEAR 2015-2016

The Liaison Committee has been active and has performed what it considers routine inquiries from members and non-members. These inquiries generally fall into the category of assistance in filing comments before the FCC; and assistance in obtaining clarification of Federal Communications Commission ("FCC") Rules and Policies for individuals.

As identified in the 2013-2014 Liaison Committee Report, "... it was evident in the review of the comments in MB Docket 13-249 that noise level was a primary concern."

"Therefore, the undersigned has contacted various bureau chiefs and believe after some effort, a method will be devised in which to submit to the FCC where unusual sources of noise appears. This method is still being formulated and it is recommended AFCCE consider being the point of contact so that the FCC is not bombarded with noise level notices without some procedure to follow up on these noise level notices." Therefore, guidance is recommended if AFCCE desires to proceed in this endeavor and, if so, under what guideline and what committee?

I responded\(^1\) to the immediate Past President of the National Society of Professional Engineers ("NSPE") a general outline of AFCCE and suggested that there may be mutual interest. As you are aware, NSPE national headquarters are in Alexandria, Virginia (1420 King Street). To date, I have not received a response.

\(^1\)As a NSPE member of over 30 years.
AM + FM

The FCC staff indicates that within the next 2 to 3 months, nothing is planned except the probable window opening July 29th for all AM stations to file to modify existing translators. Longer term (3 to 9 months) the FCC may release an announcement to the auction event from FM translator auction 83. The FCC may after release a notice announcing upcoming 2017 AM translator window.

TV

The FCC’s Incentive Auction has begun and industry is awaiting the outcome.

AFCCE Recognition

I believe AFCCE’s technical reputation is recognized by FCC staff members as well as the general broadcast community. This, I believe, is evident when a senior member at the FCC was willing, when an informal inquiry was made by an AFCCE member, to grant a last minute extension of comments in MB Docket No. 13-249. A further recent indication of this recognition is a prominent law-firm has recently indicated it seeks AFCCE participation regarding a forum on the technical requirements to fulfill the filing step requirement for repacked stations due to the Incentive Auction.

I believe that the AFCCE reputation has been tarnished with the unusual events that transpired in trying to file comments in Docket No. 13-249. I appreciate the current board’s participation in AFCCE matters. However, this firm and its predecessors have among its ranks a founding member including 8 past presidents which in that era required a minimum of 7 years of
active participation on AFCCE committees and offices. During this time, I don’t recall that
AFCCE officers/board composition acting as gate keepers.\(^2\) In my opinion, AFCCE should have
filed not only comments in MB Docket No. 13-249 but also comments in the EAS Docket PS15-91/15-94 and ATSC 3.0 Docket No. 16-42. It appears that the board has implemented for such
matters a procedure similar to IEEE standards committees. In my opinion, that procedure for
AFCCE will never work.

Therefore, until the board can implement a more cooperative procedure as the past
AFCCE officers and board, I am hereby withdrawing any further active participation in AFCCE
by this firm or myself.

The Committee expresses its gratitude and its appreciation for the support of leadership
provided by President Eric Wandel. The Committee appreciates all the efforts provided by
AFCCE members to enlighten the committee regarding potential areas of interest.

Respectfully Submitted,

[Signature]

Donald G. Everist
Chairman
AFCCE Liaison Committee

Date: June 13, 2016

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\(^2\)For example, one board member said to me, “I am busy, I don’t have time for this”. Try
maintaining a firm in the District of Columbia with a secretarial, drafting and IT staff. The
average staff member has been with the firm on average over 25 years. Active clients do not
concern themselves when the Federal government is closed due to snow.
Report of the Association Historical Committee for the AFCCE Annual Meeting
June 24-25, 2016, Estes Park, Colorado

During the past year, I have been appointed committee chair for the historical committee and have received the historical materials held by Jerry Manarchuk, the former committee chair.

The material is presently being sorted as to date for scanning. There is a wealth of material to peruse and it has been a time consuming undertaking trying to fit in between work and family.

I am about halfway through the sorting and will begin the scanning process, which should be fairly rapid over the summer with an update report for the first fall AFCCE meeting in September.

I understand two other individuals retain AFCCE material and it would be good if that material could be obtained to see if there is any duplication, but more importantly to see if that material will fill in the gaps in the material at hand.

Respectfully submitted,

John M Lyons (sig)

Chair

June 21, 2016
Overview of Past Meetings

- **2014**
  - September 24, 2014
    - M. Colombo (OET) & M. Rhodes (CM&A) – Web-Based Engineering Tools
  - October 30, 2014 – Luncheon and Annual Symposium
    - C. Horne (Spectrum Velocity) – Improving the AM band: Noise Quality
    - D. Layer (NAB) – NAB Labs: All-Digital AM Test Project
    - T. Nessinger (MB) – Status Update on FCC AM Revitalization Proceeding
    - R. Rackley (dTL&R) – AM Radio Station Transmitting Antenna Evolution
  - November 20, 2014 – Luncheon Meeting
    - B. Pavon (OET) – 2nd R&O and Further Notice in Incentive Auction Proceeding

- **2015**
  - January 23, 2015 – Luncheon Meeting
    - D. Fallon (Dielectric) – Repack: Re-use or Replace?
  - February 20, 2015 – Luncheon Meeting
  - March 20, 2015 – Luncheon Meeting
    - S. Matheny (NAB) – NAB’s Perspective of Tomorrow’s Broadcasting Technology
  - May 22, 2015 – Luncheon Meeting
    - G. Kizer – TIA TSB 10-G: An Update to TIA TSB 10-F for Fixed Microwave Service
  - June 25-28, 2015 – Annual Meeting – Annapolis, Maryland
  - September 25, 2015 – Luncheon Meeting
    - L. Kutasi (Dialight) – LED Obstruction Lighting
  - October 30, 2015 – Luncheon and Annual Symposium
    - P. Gallant (MB) – FCC Reimbursement Program for Spectrum Repack
    - J. Davis (Chesapeake) – Post-Auction Transition Procedures for Spectrum Repack
    - D. Wallace (MSW) – ATSC 3.0: The Future of Television – An Overview
- November 19, 2015 – Luncheon Meeting
  - M. Ha (OET) – Flexible Use Millimeter Wave Spectrum-Next Generation Wireless

- 2016
  - January 22, 2016 – Luncheon Meeting (CANCELED)
  - February 19, 2016 – Luncheon Meeting
    - Tieg & Cuomo (MITRE) – High Data Rate, Reliable Wideband HF Communications
  - March 18, 2016 – Luncheon Meeting
    - M. Colombo (OET) – TVStudy Version 2.0 for Post-Auction Interference Analyses
    - C. Wieczorek (T-Mobile) - On Time & On Budget: Completing Repacking 39-Mos.
  - May 20, 2016 – Luncheon Meeting
    - D. Roberson (IIT) – Electronic Noise and Its Impacts On Communications
  - June 23-26, 2016 – Annual Meeting – Estes Park, Colorado
Future Meeting Dates

- September 16, 2016 – Luncheon Meeting
- October 21, 2016 – Luncheon and Annual Symposium
- November 16, 2016 – Luncheon Meeting
- January 13, 2017 – Luncheon Meeting
- February 10, 2017 – Luncheon Meeting
- March 17, 2017 – Luncheon Meeting
- May 19, 2017 – Luncheon Meeting

Potential Future Meeting Ideas

- FCC Commissioner – Don Everist is continuing to pursue, possibly Clyburn or O’Rielly
- ERI – Advantages of Using Aluminum Waveguides
- Ben Evans’ recommendation of TV interference caused by utility grade wind turbines
  - Robert Miller of Broadcast Wind
- MB – Update on LPFM Application Processing
  - Jim Bradshaw?
- EB – Update on Recent Enforcement Actions
  - Charles Cooper?
- UAS/UAVs?
- WTB – Update on NEPA / HPA / Pole attachments, etc.
- OET – Equipment Authorization Proceeding
- NTIA – 3.5 GHz Propagation Modeling
- NTIA – Arctic Communications (depends on if/when they act on Inquiry)

Looking for more suggestions!
2016 Fall Symposium

- FCC Consulting Engineering Overview
  - Any of the following:
    - MB – Overview of Filings in CDBS & LMS
      - Hossein Hashemzadeh & Jim Bradshaw?
    - WTB – Overview of Filings in ULS
      - Steve Buenzow?
    - WTB – Overview of Filings in ASR
      - Diane Dupert?
    - AFCCE – Technical Details Required in Filings
      - Any suggestions?
    - OET – Experimental Licensing and/or Equipment Authorization
      - Nnake Nweke and/or Rashmi Doshi?
    - NEPA Review?
    - FAA?
    - Frequency Coordinator?
    - IB?

Symposium Terminology

- Symposium - a conference or meeting to discuss a particular subject; a collection of essays or papers on a particular subject by a number of contributors.
- Colloquium - an academic conference or seminar.
- Conference - a formal meeting for discussion.
- Convention - a large meeting or conference, especially of members of a political party or a particular profession.
- Forum - a place, meeting, or medium where ideas and views on a particular issue can be exchanged.
- Meeting - an assembly of people, especially the members of a society or committee, for discussion or entertainment.
- Seminar - a conference or other meeting for discussion or training.

Respectfully Submitted,

Martin Doczkat

Martin Doczkat
With a sincere interest in the sustainability of the AFCCE itself, I cheerfully approached this much discussed subject.

Historically our membership in general has declined, specifically the “Full” i.e. Registered P.E. ranks.

The early founders desire to require all FCC reports and submissions be by a Registered P.E. never came to be. We have enjoyed much respect in the FCC Consulting Engineering marketplace and endeavor to keep and maintain if not increase our membership base.

Non-P.E. “Associate Member” ranks have shown strength in numbers and have been substantial contributors to the AFCCE. Without diluting the stature of the “P.E.” Full members, this committee narrowed in on two potential changes to enact in the past year: a) allow Associate Member to hold the office of VP and b) reconcile the membership dues to encourage advancement to the P.E. Full membership level, perhaps by flipping the $180/$140 dues levels.
A committee of 8 AFCCE members was recruited to formulate an action plan:

Tom Silliman, Robert Weller, Chris Horne, Jack Mullaney, Ben Evans, Ann Crump and Eric Wandell held numerous telephone bridge discussions. Ann Crump was solicited to frame our conclusions within AFCCE by-laws and constitution.

The results, now adopted, include that the VP slot is open to Associate Members and that the board has the ability to adopt new dues levels routinely without requiring changes to governance documents.

At the Annual Meeting, I plan to lead discussion on further possible changes, including the possibility of the President's office being open to all members, and even changes to the membership descriptors will also be discussed. This is all in the interest of sustainability. Further, I will suggest flipping the 140/180 dues levels between Associate and Full Members.

IWCE Participation.

This year we participated with the IWCE (International Wireless Communications Expo), a Penton Event. Several AFCCE members and clients attend this annual show, and this invitation was a beneficial, no cost way for AFCCE to explore participation. They invited us to be a vendor with a booth presence but we chose to against this additional cost in 2016. Below is the proposed agreement for 2017 that matches the terms we agreed to for the 2016 event. In 2016, we sent AFCCE Scholarship recipient Elaine Khuu, a Virginia Tech student, and a report from her is forthcoming.

We are again offered participation:

International Wireless Communications Expo (IWCE) 2017
Dates: March 27-31, 2017
Location: Las Vegas Convention Center, South Halls 3+4

PENTON’S OBLIGATIONS:

- Complimentary 10 x 10 booth (space only), during IWCE Expo days, March 29-30, 2017.
- Complimentary meeting room for AFCCE to hold a board meeting during IWCE 2017.
- AFCCE’s logo listed as a “Conference Supporter” of the event, with logo placement on the web site, in trade marketing pieces and on Expo signage.
- Complimentary registration for 2 members of AFCCE’s board for IWCE’s Premium Package
- Announcement of AFCCE joining IWCE’s allied supporters on IWCE’s social media sites
20% discounted admission to the IWCE conference program’s Premium Package and Short Course Package, plus 10% discount on any ETA Education Forum Training course, for AFCCE to offer members.

Complimentary admission to IWCE’s exhibit hall for any AFCCE member, Student or Graduate Student members.

One Scholarship to IWCE: AFCCE has the opportunity to award one student of AFCCE’s choosing with a free Premium Package registration to IWCE 2017, plus coach-class airfare and 2 nights’ hotel stay. AFCCE selects winner of Award; IWCE coordinates travel. If student is a minor, the minor’s chaperone may receive a Premium Package registration at no charge, but no travel expenses will be covered.

VENDOR’S OBLIGATIONS:

- Listing of the IWCE event on AFCCE’s online Meeting & Events Calendar on the website.
- Two emails in HTML format to AFCCE’s member list in January and February 2017. IWCE will provide HTML including the discount code for members.
- Link to IWCE in the “Links to Other Sites” section of AFCCE’s web site.
- Mention of IWCE 2017 and the discounted admission on AFCCE’s social media sites.
- Distribution of a flyer (provided by IWCE) at any luncheons or events between now and IWCE.

I suggest we participate again this coming year as we did last year.
For Immediate Release

Penton’s IWCE and the Association of Federal Communications Consulting Engineers Partner to Offer Virginia Tech Undergraduate Student a Scholarship to Attend IWCE 2016

Event Scheduled March 21-25, 2016 in Las Vegas

ATLANTA and WASHINGTON, DC, March 14, 2016 – Penton’s International Wireless Communication Expo (IWCE) and the Association of Federal Communications Consulting Engineers (AFCCE) are partnering to bring Elaine Khuu, a Virginia Tech undergraduate student, to IWCE 2016, the premier annual event for communications technology professionals, through the AFCCE scholarship program. IWCE 2016 takes place March 21-25, 2016 at the Las Vegas Convention Center.

Khuu, who is studying communications engineering, is one of four 2016 AFCCE scholarship recipients. The AFCCE offers scholarships to engineering students interested in pursuing careers in telecommunications. IWCE is offering Khuu a travel award as well as a premium package conference registration, which includes IWCE’s College of Technology, Short Courses, admission to the Exhibit Hall and networking opportunities with industry leaders.

“With so much technology overlapping, especially with spectrum and interference considerations, we were excited to work with the AFCCE to bring in their members to the event to discuss these issues and many more that affect all organizations in the communications technology industry,” said Stacey Orlick, Director of Community and Conference Content, IWCE. “Additionally, by bringing Elaine and other students like her to IWCE we open our industry to new, young talent, while also expanding our audience. We are very pleased to be working with AFCCE.”

The goal of the AFCCE’s scholarship is to provide financial assistance to students majoring in engineering or science and related to the telecommunications field. Since 2006, AFCCE has awarded on average over $20,000 annually in scholarship funds. To learn more about the AFCCE scholarship program, visit: https://afcce.org/scholarships/

“As we broaden our scope of media communication to keep current with new communications trends, we are very excited to collaborate with IWCE,” said Mark G. Fehlig, P.E., Board Member, AFCCE. “Our scholarship program is a very important component of our organization. By providing Elaine with this additional opportunity to attend the leading event for communications technology professionals she will be exposed to hundreds of exhibitors looking for young talented engineers, as well as observing the latest technologies in the industry.”

For additional information on IWCE and to sign up for email updates, visit iwceexpo.com. Stay connected with us on Twitter, Facebook @iwceexpo and follow our IWCE company page on LinkedIn.

Media interested in attending IWCE can register to attend at http://www.iwceexpo.com/register.

About Association of Federal Communications Consulting Engineers (AFCCE)
AFCCE was founded in 1948 as a professional association of communications engineers practicing before the FCC. The purpose of the Association is to aid and promote the proper federal administration and regulation of those engineering and technical phases of communications which are regulated by the FCC. In its primary function, the AFCCE monitors the technical policy of the FCC to ensure that the agency’s regulations coincide as closely as possible with sound engineering principles. Connect with AFCCE on Twitter @AFCCE, Facebook, and LinkedIn.
ABOUT THE INTERNATIONAL WIRELESS COMMUNICATIONS EXPO (IWCE)
Since 1977, the International Wireless Communications Expo (IWCE) has been the authoritative annual event for communications technology professionals. IWCE features over 370 exhibitors showcasing the latest products and trends in the industry. Over 7,000 individuals attend from a diverse group of industry professionals including government/military, public safety, utility, transportation and business enterprise. IWCE 2016 will be held March 21-25, 2016 at the Las Vegas Convention Center in Las Vegas, NV. For more information, visit www.iwceexpo.com.

ABOUT PENTON
Penton is an innovative information services company that empowers nearly 20 million business decision makers in markets that drive more than 12 trillion dollars in purchases each year. Our products inform with rich industry insights and workflow tools; engage through dynamic events, education and networking; and advance business with powerful marketing services programs. Penton is the way smart businesses buy, sell and grow.

Headquartered in New York, Penton is privately owned by MidOcean Partners and Wasserstein & Co., LP. For more information, visit http://www.penton.com or follow us on Twitter @PentonNow.

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Association of Federal Communications Consulting Engineers (AFCCE)
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ANNUAL REPORT OF THE SCHOLARSHIP COMMITTEE
2015–2016 TERM

Committee Members:
    Marshall Cross, Chairman
    Anne Crump
    David Snavely
    Robert Weller

Summary of Awards  Six undergraduate awards and one graduate award, totaling $10,000 and $1,000, respectively, were approved by the Scholarship Board for the Fall, 2015 semester. Five undergraduate awards and three graduate awards totaling $9,000 and $2,500, respectively, were approved by the Scholarship Board for the spring, 2016 semester.

Change in Award Guidelines  During the 18 March 2016 Scholarship Board meeting, the removal of paragraph 7 in the AFCCE Scholarship Award Guidelines, (“When considering applications, the Scholarship Board will give preference to applicants with a demonstrated interest in broadcast engineering, etc.”) was approved. This change was made to more closely match the information given on the award application and to match the language of the Scholarship Fund governing documents, which do not specify such a preference.

IWCE Scholarship  Ms. Elaine Khuu, a junior EE major at Virginia Tech., and a current AFCCE Scholarship awardee, won by lottery an all-expense paid trip to the International Wireless Communications Expo (IWCE), held in Las Vegas in late March, 2016. A letter of thanks from Ms. Khuu is attached to this report.

Application Deadlines  In an attempt to provide timely award information to scholarship applicants, the announcement for the Fall 2016 semester specified 31 May 2016 as the application due date, and promised award decisions (resulting from the AFCCE Annual Meeting in late-June) would be communicated to the applicants in early July. On 1 June, six undergraduate and three graduate applications had been received for consideration by the Scholarship Committee, and subsequently by the Scholarship Board. There is approximately $16,263 in the scholarship fund, of which $7,500 is reserved to maintain a minimum balance. Thus, about $8,763 is in the scholarship fund and $2,500 is in the E. Noel Luddy fund available for Fall 2016 awards.
Jules Cohen Memorial Scholarship  Mr. Robert Weller, VP of the AFCCE and Scholarship Committee member, reported to the Scholarship Board during its 20 May 2016 meeting that the IEEE TABARC (Technical Activities Board Awards and Recognition Committee) recommended approval of the IEEE Broadcast Technology Society (BTS)/AFCCE Jules Cohen Memorial Scholarship, with final approval expected just prior to the AFCCE annual meeting. Mr. Weller has also recommended that:

- The AFCCE-SF Articles of Incorporation and Bylaws be modified to reflect a BTS-designated director
- The Scholarship application and instructions also be modified as necessary to include the new scholarship
- Development of a joint news release announcing the new scholarship

$40,000 was budgeted by the BTS for 2016 and will probably be available for the Spring 2017 semester (to be awarded in 2016). Mr. Weller was asked to present a more detailed description and status of the joint AFCCE/IEEE-BTS Jules Cohen Memorial Scholarship at the June 2016 Annual Meeting.

The chairman thanks the Scholarship Committee and Scholarship Fund Board members for their support and encouragement during the past year, especially Bob Weller for his work over the past several years in forging the AFCCE/IEEE-BTS agreement, and Ron Chase and David Layer for their prompt assistance.

Respectfully Submitted,

Marshall W. Cross, P.E.
AFCCE Scholarship Committee Chairman
7 June 2016
Dear Donors of AFCCE Scholarship,

I want to express my gratitude for receiving AFCCE scholarships in the past and for being selected to attend the International Wireless Communications Expo (IWCE) 2016. This financial support has continued to be very beneficial as I pursue my BS in Electrical Engineering from Virginia Tech. In addition, IWCE was a wonderful opportunity to attend many exhibits and informative workshops where I learned a lot about cybersecurity, fiber optics, FirstNet, and cloud computing.

This past semester I worked on an interdisciplinary research project with other IC Scholars. As a team, we simulated the intelligence community to demonstrate the increased efficiency of object based production. I helped with loading the objects and relationships into the Neo4j graph database and developing queries to search the Neo4j ontology and answer specific questions.

This summer of 2016, I am interning with the communications company, ViaSat, Inc. This company designs, produces, and markets advanced digital satellite telecommunications and wireless signal processing equipment. My current project involves using Node.js to create a web application to assist in identifying and thwarting the malicious connections on ViaSat’s satellite, which is currently operating at full capacity. If these connections are successfully blocked, then about 15% of the current bandwidth will be freed and available to the market.

I am excited to work on all my projects and interesting extra-curriculars I have been involved in. I have learned a great deal about wireless technology and will continue to seek and learn more. Throughout college, there are many rewarding opportunities. I am grateful for all your generous donations which has helped me to continue my outreach and future career as a successful and contributing electrical engineer. I will take full advantage of your support by actively persisting on my career path.

Thank you,

Elaine Khuu
ARTICLES OF INCORPORATION

ASSOCIATION OF FEDERAL COMMUNICATIONS
CONSULTING ENGINEERS SCHOLARSHIP FUND

March 2002

as amended and restated June 2016
AMENDED AND RESTATED ARTICLES OF INCORPORATION OF
ASSOCIATION OF FEDERAL COMMUNICATIONS
CONSULTING ENGINEERS SCHOLARSHIP FUND

To: The Recorder of Deeds
Washington, D.C.

We, the undersigned natural persons of the age of twenty-one years or more, acting as Directors of the Association of Federal Communications Consulting Engineers, a non-profit corporation organized in the District of Columbia, do hereby adopt the following Articles of Incorporation for a corporation organized under the District of Columbia Non-Profit Corporation Act, hereby adopt these Amended and Restated Articles of Incorporation.

FIRST: The name of the corporation is Association of Federal Communications Consulting Engineers Scholarship Fund

SECOND: The period of duration of the corporation is perpetual.

THIRD: The purposes for which the corporation is organized are:

In general, to engage in charitable and educational activities. To issue scholarship awards to college students who are undertaking a full-time undergraduate or graduate program of courses majoring in engineering or sciences related to the telecommunications field at an accredited college or university.

In furtherance of the aforementioned purposes, to make distributions of funds or to award scholarships or financial aid to qualified individual recipients, or educational institutions or programs.

To purchase, take, receive, lease, take by gift, devise, or bequest, or otherwise acquire, and to own, hold, improve, use, sell, convey, or otherwise dispose of, and to deal in and with, real and personal property, or any interest therein, wherever situated.

To acquire, hold, use, sell, assign, lease, grant licenses in respect of mortgage, or otherwise dispose of letters patent of the United States or of any foreign country, patent rights, licenses and privileges, inventions, improvements and processes, copy rights, trademarks, service marks, and trade names, foreign or domestic, relating to or useful in connection with any business of the corporation.

In general, to transact and carry on any and all other business in connection with the foregoing, and to have and to exercise all the powers conferred by the laws of the District of Columbia upon corporations organized under the District of Columbia Non-Profit Corporation Act.
The Corporation is organized and operated exclusively to support the Association of Federal Communications Consulting Engineers.

FOURTH: The Corporation shall have no members.

FIFTH: The manner in which directors shall be elected or appointed shall be provided in the By-Laws of the Corporation.

SIXTH: No part of the net earnings of the corporation shall insure to the benefit of or be distributable to, its directors, officers or other private persons, except that the corporation shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Third hereof. No part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these articles, the corporation shall not carryon any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

The Corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent Federal tax laws.

The Corporation shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue code of 1954, or corresponding provisions of any subsequent Federal tax laws.

The Corporation shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue code of 1954, or corresponding provisions of any subsequent Federal tax laws.

The Corporation shall not make any investments in such manner as to subject to tax under Section 4944 of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent Federal tax laws.
AMENDED AND RESTATED ARTICLES OF INCORPORATION OF ASSOCIATION OF FEDERAL COMMUNICATIONS CONSULTING ENGINEERS SCHOLARSHIP FUND

The Corporation shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent Federal tax laws.

SEVENTH: The internal affairs of the corporation shall be registered by a Board of Directors in such manner as is provided by the By-Laws of the corporation and consistent with the District of Columbia Non-Profit Corporation Act. Upon dissolution of the corporation, the Board of Directors shall, after paying, or making provision for the payment of, all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations and operated exclusively for charitable, educational, or literary purposes, as shall at the time qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed by the Superior Court of the District of Columbia exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

EIGHTH: The address of the initial registered office of the corporation is 1140 19th Street, NW, Suite 500, Washington, DC 20036, and is the name of its initial registered agent as such address in Jerome J. Manarchuck.

The principal office of the corporation shall be located at 1300 L Street, NW, Suite 1100, Washington, DC 20005.

NINTH: The number of directors constituting the initial Board of Directors is nine, and t. In addition, one additional Director may be appointed to serve on the Board of Directors by the Broadcast Technology Society of the Institute of Electrical and Electronics Engineers (“BTS”). Such BTS-designated Board Member shall have only such voting rights as are set forth for the BTS-designated Board Member in the By-Laws of the corporation and shall be appointed by BTS in the manner specified in the By-Laws of the corporation. The names and addresses of the persons who serve as the initial directors adopting these Amended and Restated Articles of Incorporation until the first annual meeting or until their successors be elected and qualified are:
AMENDED AND RESTATED BY-LAWS OF
ASSOCIATION OF FEDERAL COMMUNICATIONS
CONSULTING ENGINEERS SCHOLARSHIP FUND

Article I. Offices

The principal office of the Corporation shall be located in the City of Washington, District of Columbia. The Corporation may have such other offices located, either within or without the District of Columbia, as the Board of Directors may determine or as the affairs of the Corporation may require from time to time.

The Corporation shall have and continuously maintain in the District of Columbia a registered office and a registered agent whose office is identical with such registered office. The registered office may be, but need not be identical with the principal office in the District of Columbia and the address of the registered office may be changed from time to time by the Board of Directors.

Article II. Board of Directors

SECTION 1. General Powers. The affairs of the Corporation shall be managed by its Board of Directors. Directors need not be residents of the District of Columbia.

SECTION 2. Number, Tenure and Qualifications. The Board of Directors shall consist of the nine members of the Board of Directors of the Association of Federal Communications Consulting Engineers. Each Director shall hold office until the next annual meeting of the Board and until his successor shall have been elected and qualified. A special Director may be appointed as provided in Section 10 and shall serve until a successor is appointed.

SECTION 3. Regular Meetings. A regular annual meeting of the Board of Directors shall be held without other notice than this by-law. The Board of Directors may provide resolution the time and place, either within or without the District of Columbia, for the holding of additional regular meetings of the Board without other notice that such resolution.

SECTION 4. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or any two directors. The person(s) authorized to call special meetings of the Board may fix and place, either within or without the District of Columbia, as the place for holding any special meeting of the Board called by them.

SECTION 5. Notice. Any special meeting of the Board of Directors shall be given at least two days previously thereto by written notice delivered personally or sent by mail or telegrame-mail to each director at his address as shown by the records of the Corporation. If mailed, such Notice shall be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed with postage, thereon, prepaid. If Notice be given by telegram, such Notice shall be delivered when the telegram is delivered to the telegraph company. Any director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transactions of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the Notice or waiver of notice of such meeting.
Amended and restated by vote of the Board June 24, 2016.

SECTION 6. Quorum. A majority of the Board of Directors shall constitute a Quorum for the business at any meeting of the Board; if less than a majority of the Directors are present at said meeting, a majority of the directors present may adjourn the meeting from time to time without further notice. The term “present” shall mean present in person or by a telephone, computer link, or other electronic link, which provides the ability to hear and participate in the meeting.

SECTION 7. Manner of Acting. The act of a majority of the directors present at a meeting at which Quorum is present shall be the act of the Board of Directors unless the act of a greater number is required by law or by these by-laws.

SECTION 8. Vacancies. Any vacancy occurring in the Board of Directors and any directorship to be filled by reason of an increase in the numbers of directors, shall be filled by the Board of Directors, except that a vacancy in the BTS-Designated Director shall be filled by an appointment by the BTS. A director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office.

SECTION 9. Compensation. Directors as such shall not receive any stated salaries for their services, but by resolution of the Board of Directors a fixed sum and expenses of attendance, if any, may be allowed for attendance at such regular or special meeting of the board; but nothing herein contained shall be construed to preclude any director from serving the Corporation in any other capacity, and therefore, receiving compensation.

SECTION 10. Special Director. In addition to the nine Directors described in Section 2, one additional Director may be appointed by the Broadcast Technology Society of the Institute of Electrical and Electronics Engineers (“BTS”). This special Director may be referred to as the “BTS-Designated Director” and his or her role shall be limited to matters relating to the administration and/or award of the IEEE Broadcast Technology Society/AFCCE Jules Cohen Memorial Scholarship (“JCMS”). The BTS-Designated Director may serve on the Scholarship Award Committee and on any other regular or special committees relating to the administration and/or award of the JCMS. In such matters, the BTS-Designated Director’s vote shall decide ties of the Board of Directors, the Scholarship Award Committee, and other committees of which he or she is a member in such circumstances when an equal number of votes are cast for both positions, but the BTS-Designated Director shall not have the power to cast a vote with regard to any other matters which might come before the Board of Directors.
AMENDED AND RESTATED BY-LAWS OF
ASSOCIATION OF FEDERAL COMMUNICATIONS
CONSULTING ENGINEERS SCHOLARSHIP FUND

Article III. Officers

SECTION 1. Officers. The officers of the Corporation shall be President, Vice-President, Secretary, Treasurer, and such other offices as may be elected in accordance with the provisions of this article. The Board of Directors may elect or appoint such other officers, including one or more assistant secretaries or one or more assistant treasurers, as it shall deem desirable, such officers to have the authority and perform duties prescribed from time to time by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Secretary.

SECTION 2. Elected and Term of Office. The officers of the Corporation shall consist of the officers of the Association of Federal Communications Consulting Engineers. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold office until his successor shall have been duly elected and shall have qualified.

SECTION 3. Removal. Any officer elected or appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interest of the Corporation would be served, thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed.

SECTION 4. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

SECTION 5. President. The President shall be the principal executive officer of the Corporation and shall in general supervise and control all of the business and affairs of the Corporation. He shall preside at all meetings of the members of the Board of Directors. He may sign, with the Secretary or any other proper officer of the Corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by some other officer or agent of the Corporation; and in general he shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

SECTION 6. Vice-President. In the absence of the President or in event of his inability or refusal to act, the Vice-President shall perform the duties of the President and when so acting shall have all the powers of and be subject to all the restrictions upon the President. The Vice-President shall perform such other duties, as from time to time may be assigned to him by the President or by the Board of Directors.

SECTION 7. Treasurer. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board of Directors shall determine. He shall have charge and custody of and be responsible for all funds and securities of the Corporation; receive and give receipts for monies due and payable
to the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of Article V of these by-laws; and in general perform all the duties incident to the office of the Treasurer and such other duties, as from time to time may be assigned to him by the President or by the Board of Directors.

SECTION 8. The Secretary shall keep the minutes of the meetings of the members and the Board of Directors in one or more books provided for that purpose; see that all Notices are duly given in accordance with the provisions of these by-laws or as required by law; be custodian of the corporate records and of the seal of the corporation and see that the seal of the corporation is affixed to all documents, the execution of which on behalf of the Corporation under its seal is duly authorized in accordance with the provisions of these by-laws; and in general perform all duties incident to the office of Secretary and such other duties, as from time to time may be assigned to him by the President or by the Board of Directors.

SECTION 9. Assistant Treasurer and Assistant Secretaries. If required by the Board of Directors, the Assistant Treasurer shall give bonds for the faithful discharge of their duties in such sums and with sureties as the Board of Directors shall determine. The assistant treasurers and assistant secretaries, in general shall perform such duties as shall be assigned to them by the Treasurer or the Secretary or by the President or the Board of Directors.

Article IV. Committees

SECTION 1. Committees of Directors. The Board of Directors by resolution adopted by a majority of the directors in office may designate one or more committees, each of which shall consist of two or more directors, which committee to the extent provided in said resolution, shall have and exercise the authority of the Board of Directors in the management of the Corporation, but the description of such committees and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any individual director, of any responsibility upon it or him by law.

SECTION 2. Other Committees. Other committees not having and exercising the authority of the Board of Directors in the management of the Corporation may be designated by a resolution adopted by a majority of the directors present at a meeting at which a Quorum is present. A member thereof may be removed by the person(s) authorized to appoint such member whenever in their judgment the best interests of the Corporation shall be served by such removal.

[a] The Scholarship Award Committee is hereby established to solicit and review applications from students for awards of scholarship funds and to provide recommendations to the Board of Directors with regard to proposed awards of scholarship funds. The BTS-designated Board Member shall serve on the Scholarship Award Committee, together with
other Directors and members of the Corporation as appointed by the Board of Directors to serve on the Scholarship Award Committee. The Scholarship Award Committee shall not have or exercise the authority of the Board of Directors in the management of the Corporation but rather shall make recommendations for action by the Board of Directors.

(b) Other committees not having and exercising the authority of the Board of Directors in the management of the Corporation may be designated by a resolution adopted by a majority of the Directors present at a meeting at which a Quorum is present.

(c) A member of the Scholarship Award Committee or another committee established pursuant to this section may be removed by the person(s) authorized to appoint such member whenever in their judgment the best interests of the Corporation would be served by such removal; provided, however, that the BTS-Designated Director may not be removed from the Scholarship Award Committee in this manner but only by BTS.

SECTION 3. Term of Office. Each member of a committee shall continue such until the next annual meeting of the Board of Directors and until his successor is appointed, unless the committee shall be sooner terminated, unless such member be removed from such committee, or unless such member shall cease to qualify as a member thereof.

SECTION 4. Chairman. One member of each committee shall be appointed chairman by the person(s) authorized to appoint the members thereof.

SECTION 5. Vacancies. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

SECTION 6. Quorum. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a Quorum and the act of a majority of the members present at a meeting at which a Quorum is present shall be the act of the committee.

SECTION 7. Rules. Each committee may adopt rules for its own government not inconsistent with these by-laws or with rules adopted by the Board of Directors.

Article V. Contracts, Checks, Deposits and Funds

SECTION I. Contracts. The Board of Directors may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these by-laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

SECTION 2. Checks, Drafts, etc. All checks, drafts, or orders of payment of money, notes, or other evidences of indebtedness issued in the name of the Corporation, shall be signed
AMENDED AND RESTATED BY-LAWS OF ASSOCIATION OF FEDERAL COMMUNICATIONS CONSULTING ENGINEERS SCHOLARSHIP FUND

by such officer or officers, agent or agents of the Corporation and in such manner, as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an assistant treasurer and countersigned by the President or Vice-President of the Corporation.

SECTION 3. Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

SECTION 4. Gifts. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise of the general purposes or for any special purpose of the Corporation. Further the Board of Directors may make distributions of funds or award scholarship or financial aid to qualified individual recipients or educational institutions or programs.

Article VI. Books and Records

The Corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its Board of Directors and committees having any of the authority of the Board of Directors, and shall keep at the registered or principal office a record giving the names and addresses of the members thereof entitled to vote. All books and records of the Corporation may be inspected by any member thereof, or his agent or attorney for any proper purpose at any reasonable time.

Article VII. Fiscal Year

The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December in each year.

Article VIII. Seal

The Board of Directors shall provide a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the name of the Corporation, the date of incorporation, and the words "Corporate Seal". The current corporate seal is shown below, but may subsequently be modified or repealed by majority vote of the Board of Directors.

Amended and restated by vote of the Board June 24, 2016.
Article IX. Waiver of Notice

Whenever any Notice is required to be given under the provisions of the Non-Profit Corporation Act of the District of Columbia or under the provisions of the articles of incorporation or by the by-laws of the Corporation, a waiver thereof in writing signed by the person(s) entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such Notice.

Article X. Amendments to By-Laws

These by-laws may be altered, amended or repealed and new by-laws may be adopted by three-quarters of the directors present at any regular meeting or at any special meeting, if at least five (5) days written notice is given of intention to alter, amend or repeal or to adopt new by-laws at such meeting.
SCHOLARSHIP FUND DONATION RECOGNITIONS
2015-16 TERM

39 members made tax-deductible donations to the AFCCE Scholarship Fund as part of their 2016 membership renewal. Donations up to $100 are matched by AFCCE. The AFCCE Board would like to recognize those members for their contributions:

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<tr>
<th>Junior Level Contributors ($200–$499)</th>
<th>Sophomore Level Contributors ($100–$199)</th>
<th>Freshman Level Contributors ($0–$99)</th>
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FALL SOCIAL SPONSOR DONOR RECOGNITIONS
2015-16 TERM

The AFCCE Board expresses its gratitude to this year’s Fall Social Sponsors:

Platinum Sponsor ($1,000 and up)
The Durst Organization

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