**Council Meeting Agenda: 13 May 2021**

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| **Officer Titles** | **Current Officers** | **Attendance** |
| **Secretary** | Trent Alsin |  |
| **Chairman / RAC VI Representative** | Michelle Itzel | X |
| **Vice-Chairman** | Curtis Brooks |  |
| **Treasurer** | Thomas Nadobny | X |
| **Communications** | Steve Boelhouwer | X |
| **Programs Committee** | Jasmine Toye |  |
| Membership Sub-Committee | Vacant |  |
| Awards Sub-Committee | Vacant |  |
| Young Professionals Sub-Committee | Jasmine Toye |  |
| Career & Workforce Dev Sub-Committee | Vacant |  |
| Public Policy Sub-Committee | Vacant  (Chair as sub) |  |
| **Education Committee** | Christine McLaughlin | X |
| K-12 STEAM Edu Sub-Committee | Tom Stevens |  |
| Collegiate STEAM Edu Sub-Committee | Evan Agarwal | X |
| Adult STEAM Edu Sub-Committee | Christine McLaughlin | X |
| **Cal Poly Student Branch Representative** | Nicole Bartal |  |

**Officer Status:**

**Secretary Status:** Trent Alsin

* First Meeting back in the library!
* Out of the area for the next two months

**Chair Status:** Michelle Itzel

* Call for vote in our June meeting, to rename our section to be more geographically inclusive. Recommend: Central Coast California Section.
* Wants to explore using AIAA funding to support a summer intern program.
* Section year ends in May, so we’ll be putting together our end-of-year report to submit.
  + After one more year, Curtis Brooks will take over as chair.
* Winning team at 1st in-person trivia night held at the PCC
* Organizational Changes:
  + Offer Cal Poly nomination(s) for any other open council position: Public Policy, etc.
  + Recommendations for open positions? Tell your friends, colleagues, and co-workers.
* Status on Kevin Smith:
  + Kevin contacted me on 17-May, and would like to get back involved with CAP and AIAA! He will attend our next meeting to figure out what capacity he will take on.

**RAC VI Rep Status:** Michelle Itzel

* + No new updates

**Vice Chair Status:** Curtis Brooks

This role supports programs, so this officer can work with Jasmine to get programs scheduled and staffed. This role is also backup to the Chair, and is slated to take over the chair role in two years.

* + Curtis reaching out to Lompoc high to get contact info for their Science department lead
  + Template for resume workshop done: Feb
    - * Transitioning military
      * CalPoly
      * AIAA zoom enterprise accounts: < 500 people & 50 breakout rooms
    - TARC Rocket competition with Cal Poly?
      * Where could we do this? Somewhere on base, the trebuchet challenge done at Cocheo.
      * Could be combined with a base tour of a SLC
    - Looking into feasibility of hosting Cal Poly for the L-82 or Firefly launch

**Treasurer Status:** Thomas Nadobny

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| Checking Balance | $3,207.29 |
| Savings Balance | $5.01 |
| Deposits | + 0 |
| Expenditures | -$50(April essay contest) |
| **Total ending balance** | **$3,212.30** |

* **Action:**  Looking into swag and new shirts.
* **Budget for Cal Poly Scholarship.** Amount? **Keep the balance > $1500, so $1700.00**
* **Status on 2020-2021 budget?** Any changes needed yet? **Potential $1K expenses for contest.**
* **Council approved $50 expense**
* **May need a replacement for Treasurer position?**

**Communications Status:** Steve Boelhouwer

* Check out the AIAA Engage site: [www.Engage.aiaa.org/vandenberg](http://www.Engage.aiaa.org/vandenberg)
  + - Steve (Communications Officer) or Michelle (as Secretary) are the POCs for posting events, or announcements onto Engage.
* **Looked into the regional Zoom resources.**
* **Using Zoom for online trivia -** [**https://www.youtube.com/watch?v=TEzRGrE3Oic**](https://www.youtube.com/watch?v=TEzRGrE3Oic)

**and** [**https://quizrunners.com/blogs/how-to-host-a-quiz-night/how-to-host-a-remote-trivia-night-using-zoom**](https://quizrunners.com/blogs/how-to-host-a-quiz-night/how-to-host-a-remote-trivia-night-using-zoom)

* **All**

**Programs Committee:**  Jasmine Toye (Vice Chair as backup) – Congrats!

* Networking:
  + Trivia
  + Star Gazing
* Lecturer Events:
  + DL Series
  + Proximi AI wants to give a talk to our folks on how AI is being applied to Aerospace industry. November timeframe
  + Get in touch with the Launch Service Providers to give presentations.
* Mentorship and Career Development:
  + Speed Mentorship
  + Resume Workshop – spring work with Curtis and Steve
* Section Awards Banquet:
  + - Need a high-profile lecturer for a section banquet Can get money from Regionals for this. Need an estimate to request. Can we get Captain Charles Plum from the recent Santa Maria Airshow?  He was a WW2 pilot and also fought in Korea.  He tells a compelling story.  Touchette to follow up with him.
    - Looked at the PCC for events and possibly for our banquet, this will be a good option!  Lots of space and interest in holding events.  Getting the particulars.

**Membership Sub-Committee:** VACANT (Programs Committee Officer as backup)

* Need a new officer for this role.
* YP and Programs activities will help with membership.
  + Can hold a membership drive or table at lecturer events and other open events.
* Monthly membership roster is out for November.

**Awards & Honors Sub-Committee:** VACANT (Programs Committee Officer as backup)

* Look at the Awards list from AIAA to see if any of our members have been recognized.
* Recognize the Student Essay Award Winner and STEM Expo scholarship winner(s) at the yearly banquet.
* Recognize any other award winners throughout the section year at the yearly banquet.

**Young Professionals (YP) Sub-Committee:** Jasmine Toye (Programs Committee Officer as backup)

* Networking:
  + Trivia
  + Star Gazing: Facebook event on 16-Jan and monthly, through CCAS
* Lecturer Events:
  + DL Series
  + Proximi AI wants to give a talk to our folk son how AI is being applied to Aerospace industry. November timeframe
  + Get in touch with the Launch Service Providers to give presentations.
* Mentorship:
  + Speed Mentorship
  + Resume Workshop - TBD

**Career & Workforce Development Sub-Committee:** VACANT (Programs Committee Officer as backup)

* **Speed Mentoring**
* **Resume Workshop**
* **Career Fair**

**Public Policy Sub-Committee:** VACANT (Programs Committee Officer, or Chair as backup)

* Register now for virtual Congressional Visits Days through the AIAA website.

**Education Committee Status:** Christine McLaughlin

**K-12 STEAM:** Tom Stevens

* Getting plugged into FSS STEAM activities.
* Air Force STEM Funds Execution Plan submitted 14 Feb; Successfully achieved all wickets to approve my entire $44K of funds for FY 20--have not confirmed receipt of funds yet
* Virtual 36th Annual Central Coast STEM Expo is a go!
  + Event is scheduled for 14-15 May 21
  + Fully coordinated with LUSD Coordinator, Education Services
  + Volunteers for judges request went Base-wide
    - Contact [heatherdawn.todnem@spaceforce.mil](mailto:heatherdawn.todnem@spaceforce.mil) NLT 23 April
  + Judges tutorials & dry-run of Zoom & scoring process complete
  + Ready to judge projects Friday night!
  + Will be writing AIAA checks to award 4th, 6th and 7-8th Grade Student Categories for 1st, 2nd and 3rd places totaling $900; will reimburse w/ SAIC & NGMS unused donations from 2019 & 2020 following event; will provide funding audit to help close out the Treasurer’s year-end Audit/Budget Report
  + Will announce award winners through local media, LUSD School District and AIAA
* STARBASE
  + Director agreed on volunteers request email and sent out to Mission Partners
  + Director visit to Endeavour Center (VMS) occurred 19 Jan to look at materials & equipment to aid the STARBASE program
    - * Director and E.C. Founder working on plan to utilize some resources
    - Director contacted me on upcoming plans to bring in Santa Maria Bonita School District (16 schools and 66 classes) for next school year!
    - Additionally a Middle School summer school STEM program 26 Jul - 6 Aug
      * "STARBASE Vandenberg and the Vandenberg AFB community will provide STEM activities and career information opportunities relevant to the Santa Maria community for Jr. High students related to STEM Careers. We will also be bringing in members of the Vandenberg AFB community so that students not only hear about it they will meet real military and community personnel who can impact their experience. "
    - Director is supposed to get me a list of upcoming program dates and volunteer needs; I will get that out to Section membership to volunteer!
* AIAA Space Systems Technical Committee Essay Contest 2021 Topic:  “Describe science experiments you can conduct on the lunar surface that is unique to our moon”
  + The 2021 contest is under way
  + Distributed the announcement to teachers and school contacts
  + Received one essay prior to 30 April deadline and sent on to AIAA
  + Local 8th grade winner, Chrislaina Anderson was sent $50 check (approved by council vote) and congratulations letter from Section May 1st!
  + Awaiting word on how she did at National level

**Collegiate STEAM Education Sub-Committee: Evan Agarwal** (Education Committee Officer as backup) Congratulations and welcome to the council !!!

* Networking:
  + Trivia night (virtual or in-person)
    - Christine can provide the trivia directly to Evan/Cal Poly, if they want to run it.
  + Very interested in coming out for a launch (L-82, Firefly?) Summer begins in June.
  + Star Gazing
* Lecturer Events:
  + All spring events are cancelled. Looking into virtual events.
* Mentorship:
  + Speed Mentorship
  + Resume Workshop
  + Career Fair

**Adult STEAM Education Sub-Committee:** Christine McLaughlin (Education Committee Officer as backup)

* Book club, almost everything is now available on Overdrive
* Life sized Clue in the library at the end of March, beginning of April
  + Groups of 6, register by calling the library. Play times will be 1100-1500, game takes about 60 minutes. Monday-Saturday, last week of March
* Has a contact at UC Santa Barbara, teaches technical writing
* Networking:
  + Trivia
  + Star Gazing
* Lecturer Events:
  + DL Series
  + Proximai AI wants to give a talk to our folk son how AI is being applied to Aerospace industry. November timeframe
    - <https://proximai.com/>
  + Get in touch with the Launch Service Providers to give presentations.
  + **ACTION:  Schedule Scott Bailey:**  Base historian who gave a few talks at the base library about the history of VAFB, back to the Camp Cooke days.
* Mentorship and Career Development:
  + Speed Mentorship
  + Resume Workshop
  + Career Fair
* Trips to STEM centric museum ideas:
* **Northrop Grumman’s James Webb Telescope:** 
  + Sent contact info for Northrop Grumman to Cal Poly to set up there tour. Will work on a date for the base AIAA members. Update: Cancelled.
* **JPL Tour:**
  + **Schedule**
* **Future Tours:**
  + Raytheon
  + SpaceX
  + Firefly
  + Virgin Galactic
  + Spaceship Company
  + Lockheed Martin
  + Rocket Lab – McKinley has a POC.
  + Griffith Observatory
  + Mt Wilson Observatory – weekend tours of 2 major telescopes: 100ft and 60ft, with demo of sun spot monitoring (60ft) telescope.
  + Goldstone Deep Space Communication Complex

**Notes:**

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