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| Meeting called by | Christie Pastor-Barsi, AIAA N.O.S. Council Chair |
| Meeting Location | Zoom meeting |
| Facilitator | Joe Connolly |
| Secretary | Jonathan Litt |
| attenDEES | Jonathan Litt, Al Juhasz, Ed Wong, Chris Pestak, Bill Marshall, Joe Connolly, Jonathan Kratz, Aaron Hensley, Peggy Cornell, Jonathan Kratz, Dan Londrico (all by phone) |
| Guests |  |
| Approval Status | Draft for Council Review |

1. **Meeting called to order around 12:05 EDT**

**Agenda**

* Welcome
* Send Litt bulleted status list for minutes
* Business
* Christie’s Notes
* Treasurer’s Report
* Distinguished Lectures
* Technical
* Public Policy
* Communications
* Membership
* Honors and Awards
* STEM K-12/Outreach (YAD status)
* YP
* University
* Local Student Sections
  + CSU
  + YSU
* Next Meeting – TBD
* Adjourn
* Welcome
* Send Litt bulleted status list for minutes
  + Connolly moved, Pestak seconded, approved
* Business
* Christie’s Notes
  + Section annual report now due 6/14, please send any requested information to Christie.
  + Christie thanks members for all their hard work.
  + Public Policy and YP chairs are open as people move off the council, any suggestions?
  + Peggy Cornell is Regional Director, replacing Dan Jensen. Peggy has some positions to fill so she may reach out for suggestions
* Treasurer’s Report
  + Eliason willing to continue as treasurer, but willing to step aside if anyone interested
* Distinguished Lectures
  + Had two virtual Distinguished Lectures this year. Put off future workforce topic. Please make suggestions for future distinguished lectures.
  + May want to try some ideas seen in annual report for future events. Connolly and Pastor-Barsi plan to establish draft budgets. Probably skip June meeting and Connolly and Pastor-Barsi will meet to discuss future activities
* Technical
  + Juhasz has a presentation that took four weeks to get through review, Juhasz suggests leaving ample time for review.
  + Juhasz’s presentation does not lend itself to remote viewing, but Connolly suggests lining some talks up that can be done remotely.
* Public Policy
  + Congressional Visit Day was cancelled, but still provided key statistics to Ohio Representative and Senate staffers.
* Communications
  + Trying to complete final newsletter for the operation year, it will be a brief issue.
  + Will include Winn lecture, STEM package
  + Already received three STEM video responses to STEM package
  + Participated in weekly ZOOM meetings representing AIAA Regional Engagement Activities Division, did role playing tutorial video for Technical Session Chairs.
    - Cornell is a session chair and is anxious to see video. Wong received and email that it will be available today. Wong will send link to Cornell.
* Membership
  + No updates
* Honors and Awards
  + Maybe do a virtual event like a Zoom Happy Hour rather than a picnic this year.
  + Connolly said that through AIAA we have access to unlimited Zoom.
* STEM K-12/Outreach (YAD status)
  + Received email from Wong about three video responses to STEM activity. All three from one person, but hopefully by end of June others will contribute videos.
  + Will finish up Annual Report input and send to Connolly and Pastor-Barsi
  + Wong will send out reminders about competition.
* YP
  + No updates
* University
  + No updates since last time, have not heard back from Youngstown State about banking help.
* Local Student Sections
  + CSU
    - Finishing up officer elections, so there will be information next meeting
    - Doing a little outreach
    - Londrico should reach out if interested in YP position
  + YSU
* Next Meeting – TBD, probably in July.
* Adjourn

1. **Additional notes**
   * + none
2. **Next meeting: TBD, probably in July**
3. **Adjourned about 12:48 pm**
4. **Synopsized Accomplishments Submitted by Area**

**Council Action Log:** (updates to past items, new items added)

* Please send any requested information for Section annual report to Pastor-Barsi
* Please provide suggestions for Public Policy and YP chairs
* Please make suggestions for future distinguished lectures
* Connolly and Pastor-Barsi to establish draft budgets
* Wong will send link for role playing tutorial video for Technical Session Chairs to Cornell
* Wong will send out reminders about STEM video competition
* Londrico should reach out if interested in YP position

| **No.** | **Assigned** | **Assigned to:** | **Action** | **Status** |
| --- | --- | --- | --- | --- |
| 2020.05-01 | 5/29/20  [May mtg] | All | Please send any requested information for Section annual report to Pastor-Barsi | **Ongoing** |
| 2020.05-02 | 5/29/20  [May mtg] | All | Please provide suggestions for Public Policy and YP chairs | **Ongoing** |
| 2020.05-03 | 5/29/20  [May mtg] | All | Please make suggestions for future distinguished lectures | **Ongoing** |
| 2020.05-04 | 5/29/20  [May mtg] | Connolly and Pastor-Barsi | Establish draft budgets | **Ongoing** |
| 2020.05-05 | 5/29/20  [May mtg] | Wong | Send link for role playing tutorial video for Technical Session Chairs to Cornell | **Ongoing** |
| 2020.05-06 | 5/29/20  [May mtg] | Wong | Send out reminders about STEM video competition | **Ongoing** |
| 2020.05-07 | 5/29/20  [May mtg] | Londrico | Reach out if interested in YP position | **Ongoing** |
| 2020.04-01 | 4/30/20  [Apr mtg] | Pastor-Barsi | Send emails requesting help if needed to fill out any sections of the annual report | **Ongoing** |
| 2020.04-02 | 4/30/20  [Apr mtg] | Pastor-Barsi | Check if people want to continue in current council positions | **Complete** |
| 2020.04-03 | 4/30/20  [Apr mtg] | Eliason | Let Pastor-Barsi know if no word on Audit Budget by mid-May | **Ongoing** |
| 2020.04-04 | 4/30/20  [Apr mtg] | Pastor-Barsi | Pastor-Barsi will check if she received any emails regarding Audit Budget | **Complete** |
| 2020.04-05 | 4/30/20  [Apr mtg] | Connolly | Send contact information for people to request Alice Bowman’s charts | **Complete** |
| 2020.04-06 | 4/30/20  [Apr mtg] | Pastor-Barsi | Let people know if AAIA requests to record speakers lectures | **Ongoing** |
| 2020.04-07 | 4/30/20  [Apr mtg] | Wong | Make STEM activities a permanent item on webpage | **Ongoing** |
| 2020.04-08 | 4/30/20  [Apr mtg] | All | Provide Marshall any suggestions for alternatives to Honors and Awards picnic | **Ongoing** |
| 2020.04-09 | 4/30/20  [Apr mtg] | Kratz | Put out announcement about deadline for best video response to YAD-like activity | **Ongoing** |
| 2020.03-04 | 3/17/20  [Mar mtg] | Pastor-Barsi and Wong | Pastor-Barsi will send name of the AIAA Auto Show attendee to Wong so he can solicit write-up | **Ongoing** |
| 2020.03-05 | 3/17/20  [Mar mtg] | Pastor-Barsi | Set up a group in TEAMS or similar to promote virtual engagement | **Ongoing** |
| 2020.03-06 | 3/17/20  [Mar mtg] | All | Recommend speakers for individual technical talks, send to Pastor-Barsi and Connolly | **Ongoing** |
| 2020.03-07 | 3/17/20  [Mar mtg] | All | Email Marshall with preference for indoor or outdoor Honors and Awards event, and ideas | **Ongoing** |
| 2020.03-08 | 3/17/20  [Mar mtg] | Kratz | Return the NEOSEF prize money (cash) to Eliason | **Ongoing** |
| 2020.3-10 | 3/17/20  [Mar mtg] | All | Provide Kratz with STEM ideas for next year | **Ongoing** |
| 2020.03-12 | 3/17/20  [Mar mtg] | Tesny | Get Kratz a list of educator members | **Ongoing** |
| 2020.03-13 | 3/17/20  [Mar mtg] | Londrico | Let council us know if there are any potential technical lecturers among faculty | **Ongoing** |
| 2020.02-01 | 2/24/20  [Feb mtg] | All | Let Pastor-Barsi know if you need AIAA promotional items | **Ongoing** |
| 2020.02-04 | 2/24/20  [Feb mtg] | Pastor-Barsi | Follow up with Emily about posting AIAA-related videos | **Ongoing** |
| 2020.01-02 | 1/24/20  [Jan mtg] | Kratz | Request larger budget in future to accommodate AIAA middle schooler essay contest | **Ongoing** |
| 2020.01-08 | 1/24/20  [Jan mtg] | All | Give Pastor-Barsi suggestions for a new Public Policy chair | **Ongoing** |
| 2019.10-03 | 10/17/19  [Oct mtg] | Wong | Check with Gilland about privacy of event in EventBrite | **Ongoing** |
| 2019.10-04 | 10/17/19  [Oct mtg] | Pastor-Barsi | Will try to think of Aero topics for Technical Talks | **Ongoing** |
| 2019.10-07 | 10/17/19  [Oct mtg] | Tesny | Look how far NOS extends since Columbus section disbanded | **Ongoing** |
| 2019.10-08 | 10/17/19  [Oct mtg] | Pastor-Barsi | Forward Martin’s e-mail about promotional material to Tesny | **Ongoing** |
| 2019.09-07 | 9/25/19  [Sep mtg] | Eliason | Will order new checks | **Ongoing** |
| 2019.09-09 | 9/25/19  [Sep mtg] | Pastor-Barsi | Will provide Eventbrite login information | **Complete** |
| 2019.09-11 | 9/25/19  [Sep mtg] | Connolly | Will send a Google calendar link to Wong for posting | **Complete** |
| 2019.09-15 | 9/25/19  [Sep mtg] | All | Consider nominating colleagues for awards | **Ongoing** |
| 2019.08-01 | 8/15/19  [Aug mtg] | Pastor-Barsi | Start a Google Doc for people to post suggestions | **Ongoing** |
| 2019.08-06 | 8/15/19  [Aug mtg] | Pastor-Barsi | Reach out to Gilland to set up meetings with congressional delegates through OAI | **Ongoing** |
| 2019.08-08 | 8/15/19  [Aug mtg] | Pastor-Barsi | Discuss with Wong having a Chair’s Corner Column in newsletter | **Ongoing** |
| 2019.07-12 | 7/18/19  [Jul mtg] | Hensley | Follow up with outreach to local university chapters | **Ongoing** |
| 2019.07-14 | 7/18/19  [Jul mtg] | Hensley | Check is there is a University of Toledo AAIA Student Chapter | **Ongoing** |
| 2019.06-04 | 6/25/19  [Jun mtg] | Connolly | Follow up with someone from HQ for a tutorial on how to use Engage for calendar invites | **Complete** |
| 2019.06-08 | 6/25/19  [Jun mtg] | All | Check if AIAA site takes a cut for hosting on-line payments | **Ongoing** |
| 2019.06-09 | 6/25/19  [Jun mtg] | All | Let Wong know if you volunteer to help post on various social media | **Ongoing** |
| 2019.04-02 | 4/22/19  [Apr mtg] | Canacci and Kratz | Invite Representatives to public events such as YAD | **Ongoing** |
| 2019.02-04 | 2/26/19  [Feb mtg] | Tesny | Advertise E-Membership on Today@Glenn | **Ongoing** |
| 2018.11-10 | 11/20/18  [Nov mtg] | Pastor-Barsi | Investigate how to do an on-line survey and follow up raffle drawing | **Ongoing** |
| 2018.09-01 | 09/27/18  [Sep mtg] | Eliason | Follow up IEEE YP lead about potential joint event | **Ongoing** |
| 2018.09-02 | 09/27/18  [Sep mtg] | Eliason | Forward relevant AIAA events to advertise in CTSC newsletter | **Ongoing** |
| 2018.05-10 | 05/30/18  [May mtg] | Wong | Evaluate switching to Engage or keep the website we have | **Ongoing** |
| 2018.04-01 | 04/13/18  [Apr mtg] | Eliason | Include information on items not in statement for monthly meetings | **Ongoing** |
| 2018.04-14 | 04/13/18  [Apr mtg] | Tokars | Forward e-mail about how Section can pay for memberships to Tesny | **Ongoing** |
| 2018.04-15 | 04/13/18  [Apr mtg] | Tesny | Run a membership survey | **Ongoing** |
| 2018.04-18 | 04/13/18  [Apr mtg] | All | Please check location of meeting each month, since it moves around | **Ongoing** |
| 2018.03-01 | 03/20/18  [Mar mtg] | Eliason | Send a monthly email with budget updates | **Ongoing** |
| 2018.03-08 | 03/20/18  [Mar mtg] | Cornell | Provide an “about” section for website | **Ongoing** |
| 2018.03-09 | 03/20/18  [Mar mtg] | All | E-mail upcoming events Wong and Psaras for posting in “events” section of website | **Ongoing** |
| 2018.02-11 | 02/20/18  [Feb mtg] | Cornell and Pastor-Barsi | Discuss how to develop a chart on web presence for Council meetings | **Ongoing** |
| 2016.03-01 | 3/22/16  [Mar mtg] | All | Review the status of assigned action items and report the status to Litt | **Ongoing** |