**Council Meeting Minutes**

**7 June 2022, 6:00 pm – 7:00 pm**

**Hybrid Meeting via Zoom**

**Council Members Present**

|  |  |
| --- | --- |
| Chair – Tracie Prater | Education – Sean Kenney |
| Vice Chair – Mark Becnel | K-12 Outreach – Robin Osborne |
| Vice-Chair (Mobile) | Liaison to Student Branches – Ian Slamen |
| Treasurer – Alan Lowery | YP Director – Christopher Kitson |
| Secretary – Len Naugher | Liaison to Professional Societies -  |
| Marketing – Denver Powell | Special Projects -  |
| Honors & Awards – Joe Majdalani | Public Policy – Tom Hancock |
| Membership – Robert Tramel | Webmaster  |
| Immediate Past Chair – Theresa Jehle |  |

**Council Members Not Present**

|  |  |
| --- | --- |
| Linda Krause – Special Projects Director |  |
| Arloe Mayne - Webmaster |  |
| April Potter – Liaison to Professional Societies |  |

**Others Present**

Matthew Hitt

Theresa Jehle

**Chair**

 Chair, Tracie Prater opened the meeting at 1800, with 6 members present at the TEC building and the remaining 9 were present via ZOOM meeting.

 Chair, welcomed everyone and introductions were made to announce the newly elected incoming members.

**Vice Chair/Programs**

No Update

**Secretary**

*Continue to work on the Secretary transition. ENGAGE system and/or Google.for editing and archiving minutes*

**Special Projects Director**

No Update

**Membership Director**

Starting #’s for this year: (THESE DO NOT CHANGE)

Professional Members: X

Student Members: X

Educator Associates: X

Total: X

Starting #’s for MONTH: (Month that meeting is taking place)

Professional Members: Y

Student Members: Y

Educator Associates: Y

Total: Y

In the last month, Professional Members have increased by Z, Student Members have decreased by Z, and Educator Associates had no change. There were Z members that rejoined and Z that are about to drop.

**Liaison to Student Branches**

No Update

**Treasurer**

No Update

AIAA Accounts:

 Redstone Checking Balance: $ (Previous Month. - $)

Redstone Money Market: $ (Previous Month. - $))

PayPal balance: $ (Previous Month. - $) 🡨 MARK TO REMOVE THIS

Income since last month:

* ($) Interest
* $ for X

Expenses since last month:

* $ for X

Pending payments:

* $ to X

**Mobile Chapter**

No Update

**Marketing Director**

No Update

**Education Director**

No Update

**Newsletter Editor**

This position is open

**Honors & Awards Director**

No Update

Idea of establishing new award for the section (discussed during motions).

**Liaison to Professional Societies**

No Update

**K-12 Outreach Director**

Robin Osborne discussed the upcoming SLS launch.There is a Buzz Tournament trivia challenge public game associated with the launch. Boeing previously granted $3000.00 for the development of the game with backing from National AIAA to promote -- possibly will have some international participation.

**Public Policy Director**

No Update

**YP Director**

No Update

**Webmaster**

Motion # 4 passed to appoint Arloe Mayne as the webmaster again for this council year. Discussion of possible additional support for Arloe if he would like help.

**Recent Activities**

Events that took place during May and early June

* May 22 2022, The Greater Huntsville Section Awards Dinner was held at Huntsville Botanical Gardens.
* The Awardess winners from 2020, 2021 and 2022 were presented.
* Brig General Stewart was the keynote speaker
	+ It was a success, even though with the storms in the areawe lost all A/V.
* Voting for the council members closed with 55 votes counted. All council positions were uncontested.
* Social for Top Gun: Maverick was attended with 5 members present.
* Sackheim Scholarship submissions received June 1st and juding is currently underway.

**Upcoming Activities**

Planned Events

* Aerospace States Association Panel on AIAA.
	+ 8 June 2022
* Tracie Prater, Naveen Vetcha will virtually support this event to talk to students about
* AIAA activities and opportunities for engagement.
* Pop-Up telescope night at Yellowhammer (not an AIAA event, but we are cross-promoting)
	+ 9 June 2022
* Budget Audit due to AIAA on 30 June 2022
	+ Outgoing treasurer – Joe Huwaldt will work on report
	+ Committee selected to conduct budget audit before next month’s meeting
* Volunteer Opportunity: Go for launch Huntsville
	+ 20 -22 July at Madison Library
* Tentative: Trip to Southern Museum of Flight in Birmingham
	+ 23 July 2022 (Possible date)
* Volunteer recruitment for Space and Missile Defense symposium booth staffing.
	+ Reserved booth at SMD Symposium
	+ Initial e-mail to recruit volunteers will be sent in late June or early July
	+ 9 – 11 August, 2022
* Restarting professional lecture series
	+ Looking at in person options, have some speaker ideas from last council year
	+ Goal to restart monthly lectures in July 2022.
* A reminder that everyone on the council is empowered to initiate events and help lead organization of events.
	+ Any use of funds must be authorized by council until we have an approved budget in place.

**Motions Made, Seconded and/or Carried**

Motion # 1

Tracie Prater: Motion to appoint a budget audit committee to complete and verify the section’s annual budget report, which must be submitted to AIAA by 30 June 2022.

Second the motion – Robert Tramel

 *Approved – Yes, 14 No, 0 Abstain, 0*

*Motion passed*

*Motion # 2*

 *Tracie Prater: Motion to form the following other committees for this council year: Honors and awards (chaired by Joe Majdalani, honors & awards director). STEM outreach (chaired by Robin Osborne, pre-college outreach director) Young Professionals (chaired by Christopher Kitson, young professional’s director) Policies and Procedures (chaired by Tracie Prater).*

*Second the motion – Mark Becnel*

*Approved – Yes 14, No 0, Abstain 0*

*Motion passed*

*Motion # 3*

 *Tracie Prater: Motion to approve meeting minutes from March 2022, April 2022 and May 2022.*

*Second the motion – Alan Lowery*

*Approved – Yes 13, No 0, Abstain 1*

*Motion passed*

*Motion # 4*

 *Tracie Prater: Motion to re-appoint Arloe Mayne as the section webmaster for 2022-2023 council year.*

*Second the motion – Alan Lowery*

*Approved – Yes 14, No 0, Abstain 0*

*Motion passed*

*Motion # 5*

 *Tracie Prater: motion to appoint Dr. Matthew Hitt as the council’s governance advisor. In this role, he would provide advisement on Robert’s Rule of Order and parliamentary procedure, section bylaws, and also help us with updating the policies and procedures document for GHS (document passed by the prior on 4/28).*

*Second the motion – Alan Lowery*

*Approved – Yes 14, No 0, Abstain 0*

*Motion passed*

*Motion # 6*

 *Tracie Prater: motion to be reimbursed in the amount of $32.20 for shipping of section awards to awardees who could not attend the in-person awards ceremony in May.*

*Second the motion – Mark Becnel*

*Approved – Yes 14, No 0, Abstain)*

*Motion passed*

*Motion #7*

*Mark Becnel:*

While the annual budget is in development, to continue the "chair reserve" and "vice chair reserve", $500 and $300 respectively. These allow for incidental expenses with discretion of the chair and vice chair. This will be a supplemental budget per bylaws and non inclusive of the Motion 6.

*Second the motion –*

*Approved – Yes – 14, No – 0, Abstain – 0*

**Council Internal Updates**

N/A

**Concerns / Requests**

N/A

**Action Items and Suspense’s**

The following action items were identified:

* The council will continue to work on the future predicted budget for the year. Projection is part of the audit report which gets submitted to AIAA on 6/30.

Previous Council Meeting open actions: (See Action Item List on Google)

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Date Assigned** |
|  |  |  |

Next Council Meeting July – date TBD  **|** Meeting ended at 1915 pm