



AIAA Adelaide Section Council

Meeting Minutes – Tuesday, 1st of February 2021,

06:15pm to 07:23pm

Zoom Meeting ID 952 0707 9290

Distribution: Council members: Mahdy Alhameed (MA), Rey Chin (RC), Alice Gorman (AG), Natalie Hayman (NH), Samuel Moyes (SM), Patrick Neumann (PN), CC: Emily Springer (Director, Communities Support), Cees Bil (CB Region VII Director), Ian Tuohy (Past Chair), Lindsay Mitchell (Programs Manager, Regions & Sections), Dawn Hui (Sydney Section Chair), Mark Bateup (MB), Harry Rowton (HR), Herve Astier (HA)

1. Welcome & apologies Attending (PN)

- Attending: PN, MA, SM, HR, RC, HA, CB
- Apologies: MB, AG, MW, NH
- Resigning: MW resigning from council due to personal commitments.

2. Introduction of council members (PN)

- Herve Astier: Neumann Space's CEO.

3. Acceptance of minutes from last meeting and action summary (PN)

ACTION 3.1 (PN) OPEN– Contact the South Australian Science Teachers Association to publicise free educator associate and high school AIAA memberships.

ACTION 3.2 (PN) OPEN – Contact Boeing about giving presentation.

ACTION 3.3 (MA) OPEN– Contact SA Aviation Museum if could do a tour.

- Would still like to do that, even have an evening and have the last day for us.
- PN said possibly \$5 per head entry fee.
- RC asked if we want to sponsor that, and make a nominal donation, if preferred to have a \$200, or \$5 a head, if go with \$5 a head, they would probably be getting more with a \$200, it would be an event organised for everyone and anyone who wants to participate. If \$200 covered by us, \$5 per person they would cover. And at the end ask them to sign up to AIAA.

ACTION 3.4 (PN) OPEN – Contact DSTG staff about small satellite presentation.

- PN will be seeing them at Space forum to see what sort of time frame needed to be cleared.

ACTION 3.5 (AG) OPEN – Approach Will Anthony to become AIAA member

ACTION 3.8 (AG) CLOSE- AG, PN & SM to have lunch with Alex Grant to discuss membership opportunity.

- Sam spoke to them, Mark not interested at this point of time.
- PN spoke to Southern launch might be looking for corporate membership. Corporate membership used to be \$1000USD a year now \$7500USD a year.

ACTION 3.6 (AG & SM) OPEN- Investigate a membership recruitment event for SA businesses-targeted at CEO's to take up corporate membership (Hitlist of companies)

- Redirect to other company other than Myriota.
 - **ACTION 3.6.1 (AG) OPEN**– Speak to SB about Lockheed and anyone else
 - **ACTION 3.6.2 (MB) OPEN** – Drop an email to AG about a potential hitlist.

ACTION 3.11 (MW) Close - Speak to Lindsay or Lucy for a section or corporate .org email for two emails, a professional and student branch email address.

- PN said she did, the gmail works enough.

ACTION 3.7 (AG & PN) OPEN– Pitch to Rej Carruther on style and type of speaking event.

- PN said possibly before this month, not about Defence SA but what got him up to this point, so students can get an idea of the career events happening

ACTION 3.8 (PN) OPEN – Get in touch with Axiom on potential site tour.

ACTION 3.9 (PN) OPEN – Upload photos from Science Alive.

4. Correspondence (incoming from AIAA and external) (PN)

a) Section By-laws

- PN sent to council and broader membership, MB made a detailed response about a section our size to AIAA HQ, to be eligible by HQ if too hard to implement section by-laws we are allowed to amend them to make things easier for our committee. Committee for nomination and lack of self-nomination, changed to enable to self-nominate for positions as well as one person nomination would work, without having to make quorum.
- Student members can't be voting members, but young professionals can be.
- PN propose to amend section by-laws, seconded by SM for section by-laws. Committee also in favour to change section by-laws. PN to check with Lindsay and Cass to see what needs to be done.

b) Region VII Student Conference (PN)

- PN said Cees reached out if Adelaide would like to host region 7 conference in Adelaide this year, PN said yes. Rey in favour of idea, could get space here in Adelaide Uni faculty facilities. To think about a date. Ask for sponsorship from several companies, small catering cost.

ACTION 4.1 (SM) – Think who to target for sponsorship and what we can offer in return.

ACTION 4.2 (RC) - To check semester date and the processes for lectures theatre for 1 or 2 days.

ACTION 4.3 (PN) - Too start looking for catering options and see what we can do to lower costs

- Cass said we can get \$75 for each AIAA member to cover costs and see what we can do for that in terms of sponsorship stretch.

c) Space Forum (PN)

- Next space forum on 3rd of March.
- \$800 for a booth and 2 tickets, do what was done last time have a couple grown ups paid for and a few students.
- We will be having a booth.

Other correspondence

- PN will be having a zoom call with Lindsay from HQ and some other folks from other states for annual reporting form, been using current template for a number of years, if we want to change anything and give feedback.
- RC been in touch with this Australian rocketry club, and asking if a couple would be interested, not sure how much they charge for membership. PN said should let membership know about it and encourage them to seek more details if interested and possibly joining.
- PN said not to advance sponsorship details until further details.
- RC to get membership cost, equipment they plan to buy for public use (club members), rough order of magnitude for equipment cost (Rey said about \$3000USD).

ACTION 4.4 (RC) - More information for rocketry club.

Treasurer report (RC)

- RC said some outstanding bills like end of year meeting, refreshments.
- Section rebate came in, received \$2540.60AUD including bonus for winning section awards.

ACTION 4.5 (RC) - To send Cees an email to say if section pays x amount and pay the rest this much for science alive and Cat 3 funding.

- Cees said budget is \$4000 for the year.

5. Membership report (PN)

- Same members as last year, back up to 60 members, for membership will be doing space forum to encourage membership increase, will be doing the QR thing again, asking Lindsay to send more AIAA swag, and speaking to teachers at various events.

6. Adelaide Uni Student Branch update (MA)

- Booked an O'week stall on the 21st February, had a meeting with ECMS society, the plan will be to have the stalls in Bonython hall, though may be able to get it back to the usual spot in the Inkarni wardlii atrium depending what the COVID situation allows due to being a pack-full area, so no plans have been confirmed yet.
- Student branch will be having a meeting next week to confirm the timetable for O'week, discuss a get together just before UNI starts for newer committee members to get to know each other and discussing how they will be implementing the design, build and fly throughout the year.

7. Website / Marketing (PN)

- Don't have a lot of activity we need to manage on the website, as we have the section engage platform, definitely add photos of what we have been doing. Steven Pietrobon (previous secretary) would upload the council meetings that way it is archived on section engage.

ACTION 7.1 (MA) – Upload meeting minutes to AIAA engage platform including previous minutes.

ACTION 7.2 (PN) – To send SM of password for eventbrite, mailchimp and gmail account.

8. Speaker Program/ event program (PN)

- a. Boeing Loyal Wingman OPEN (PN)
- b. Rej Carruthers OPEN (AG)
- c. Axiom OPEN (PN)

- PN to reach out to Jason Held at Saber to find out what his travel plans are like, to organise a talk.
- The museum is a good mix of aero and space, nothing confirmed as of yet for speaker program.
- PN to get in touch with AG and Rej for early February or early March.
- PN asked if anyone has any ideas for speakers, events or site visits to discuss about.

9. Any Other Business (PN)

10. Next meeting: 6pm, Tue 1st of March via hybrid meeting.

12. Close (PN)

- Meeting closed at 07:23pm

Event	Location	Date
Australian Space Forum	ACC	3 rd March 22

Amendments or corrections to the minutes

- Please advise the secretary of any corrections to the minutes of this meeting within seven days of the release of the minutes.

Mahdy Alhameed, 01st of February 2022