November 14, 2018

**Meeting Minutes For:** AIAA Cape Canaveral Executive Council Members

November 14, 2018 Council Meeting Minutes, 7:00 pm to 7:30pm

**Council Members in Attendance**

Chairman: Matthew Zuk

Vice Chairman: Rachel Mocini

Secretary: Holly Petrucci

Programs Officer: Dennis Dali

Public Policy Officer: Sharif Abdel-Magid

Start: 7:03 pm

1. **Minutes**
* October 27 meeting minutes were reviewed and distributed via e-mail.
* No Treasurer’s report presented
* Topics for Fall Dinner Event
	+ Matt to highlight the sponsors and lead pledge of allegiance
	+ Raffle if we have books. or scavenger hunt with trivia, Matt to contact speaker on book availability
	+ Matt will conduct the raffle drawing at the end after speaker
		- If we cannot find the book - Free ticket to the next dinner spring banquet
	+ Gift for the speaker will be presented by Rachel part of the fabric from the insulation blanket/framed
	+ If Mr. Hansen does have books – Holly will lead effort to set up table to sell books
	+ Matt and Rachel will stuff dinner tickets in with the badge holder.
	+ When Mr. Hansen is ready, intro. Matt will say short bio about Mr. Hansen. After speaker is done, present him with gift.
	+ Matt to make council business announcements.
	+ Matt to announce the holiday social.
1. **To Do’s & Side Notes**
* Name tags. Template from Matt to Rachel.
* Lessons learned about seating chart.
* In the past a sign was set up for Boeing.
* Tablecloth, banner and event sign - Matt.
* Matt will bring audiovisual equipment.
* Projector and Mic - Dennis.
1. **Future Events**
* Space Day - Divine Mercy. Man the activity table this year, Matt will do, “reach for the stars rocket competition”. We got a quote. $1077.00 for the rockets for entrance. Planning committee thinks it is a good idea. Taylor, K-12 Cape Canaveral sponsor $250.00 for this event. Looking for other funding. $250.00. Pre-build for rockets the week before. 3 grades. 20 kids. Block out an hour for each grade.
* Holiday Social, hoping for Elizabeth to post for YPs holiday social for a meet and greet.

7:36 end meeting