



**AIAA St. Louis Section Council – Meeting Attendance**

<b>Chairman*</b>	Sanjay Jayaram	<i>P</i>	Newsletter	Jim Guglielmo	<i>P</i>
<b>Vice Chair*</b>	Charles Svoboda	<i>E</i>	Programs	Robert Dowgwilllo	<i>P</i>
<b>Secretary*</b>	Chi Hou Lei	<i>P</i>	Public Policy	Frank Youkhana	<i>E</i>
<b>Treasurer*</b>	Alec Herzog	<i>A</i>	Retirees	Raymond Cosner	<i>P</i>
<b>Advisor*</b>	Abigail Sevier	<i>P</i>	Service Projects	Brad Sexton	<i>P</i>
<b>Advisor*</b>	Chris Tavares	<i>P</i>	STEM	Jackie Blumer	<i>P</i>
<b>Advisor*</b>	Jim Guglielmo	<i>P</i>	Special Project	Bradley Sexton	<i>P</i>
<b>Advisor*</b>	Srikanth Gururajan	<i>A</i>	Strategic Planning	Larry Brase	<i>P</i>
<b>Region V Rep*</b>	Mark Kammeyer	<i>P</i>	Technical	John Schaefer	<i>P</i>
Career Workforce Development	Vacant		Webmaster	Jim Guglielmo	<i>P</i>
Communications	John Shultz	<i>A</i>	Young Professionals	Stephen Clark	<i>P</i>
Education & College Outreach	Charles Svoboda	<i>E</i>		Jessica Smith (SLU)	<i>A</i>
History	Colin Thiele	<i>A</i>		Dan Donahue (WashU)	<i>A</i>
Honors & Awards	Patrick Padilla	<i>P</i>			
Membership	Alexander Friedman	<i>A</i>			
(New members)	Mason Bringus	<i>P</i>			
	Chris Bates	<i>P</i>			

*P = Present, E = Excused, A = Absent*

*\* Bold Blue Text = Elected Officers*

- I. Attendance / Opening Remarks / Call to Order** Sanjay Jayaram
- II. Approval of Past Council Meeting Minutes** Sanjay Jayaram  
**Motion by Ray**  
**Approved**
- III. Action Item Review** Sanjay Jayaram
- IV. Council Officer Reports**
  - a. Chairman Report Sanjay Jayaram
    - AIAA SciTech (next month)
    - Next month meeting moved to Jan 13, 2022
  - b. Vice-Chairman Report, no report Charles Svoboda
  - c. Region V Report Mark Kammeyer
    - No region meeting last month



- Next one: tomorrow
- Policy change: Last time, the vote was by email.
  - Two minor changes
  - Voted by elected officers (majority, in favor)
  - Will finalize the document and submit to national AIAA, forward to council
- d. Secretary Report, No report Chi Hou Lei
- e. Treasurer Report Alec Herzog

**V. Advisor Reports**

Abigail Sevier, Chris Tavares, James Guglielmo, Srikanth Gururajan

- Abigail: No report
- Chris: No report
- James: No report
- Srikanth: No report

**VI. Committee Reports**

- a. Career Workforce Development Vacant
- b. Communications, no report John Schulz, Jim Guglielmo
  - Newsletter draft will be sent to Sanjay for preview
  - The newsletter will be sent out this weekend
  - No update on the website
  - (John Schulz) will be away for a while
- c. Education / College Outreach, no report Charlie Svoboda
- d. History, no report Colin Thiele
- e. Honors & Awards, no report Patrick Padilla
  - Patrick will be going to CA for six months. May need another member to help
  - Another opportunity to hire
  - Larry: Advisors may help
- f. Membership Alex Friedman
- g. Programs Bob Dowgwillo
  - 11th Annual AIAA Members Appreciation Event
    - Dec 16
    - Orlando's Event and Conference Center
    - Presentation: History of Zenith Aircraft Company, Details about Kit Aircraft, and Aircraft Designs', speaker: Sebastien Heintz.
    - Sign-up before Dec 12
  - (With brad) Door prize, attendance prize
  - (With Abby) Jan 2022, REACH, finding speaker → need to act soon
    - Patrick suggests a potential speaker



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- h. Technical John Schaefer
- Recap previous talk by Andrew Lang on machine learning
  - No talk on December
  - Next: Late Jan or Feb
  - Sri has suggested some potential speakers. Will follow up
  - Suggest to reach out to the potential speaks from outside Boeing
- i. Public Policy Frank Youkhana
- Need to determine who is going to 2022 Congressional Visits Day (Mid-March) and begin making airline/hotel reservations.
- j. Retirees, no report Ray Cosner
- k. Service Projects Brad Sexton
- Provide an honorarium for our speaker, Sebastian Heintz, to cover travel costs at the December Dinner meeting.
  - Google sent a notice that a 2-step verification process will be implemented starting Dec 8th. Question: How are we going to handle this with the stlaiaa@gmail.com account?
    - May rise some technical issue when using Jot Form
    - (Jim) Can we ask Google for help to allow multiple users to log in?
    - (John) We are not supposed to use Gmail for multiple people.
      - An alternative solution is to consider collaborative in-box
      - <https://support.google.com/a/users#topic=11499463>
  - Asking the council to sign up for and to encourage others to attend the December Member appreciation Dinner meeting on Dec 16<sup>th</sup>
    - A vegetarian meal is also available for an extra \$10 / guest
    - Council members are highly encouraged to attend
    - (With Patrick) Will work on Section award, details
  - Not using the fund for Dec meeting speaker
    - Suggestion: Save for next speaker in 2022
    - Travel and hotel (1 night)
    - budget to be checked by Alec
    - Agreed by council members
- l. STEM Jackie Blumer
- Volunteer Hours – 0 hours as of 12/1/21 10 AM
  - Jr. High AIAA Student Branch - 20 kids applied from my school this year.
  - The AIAA National Educator Associates Engagement Working Group Meeting
    - We haven't met yet this year.
  - Ascend - went well.
    - I attended virtually this year, but I would love to go in person next year.
    - I also presented with other STEM professionals, including Elizabeth Kennick (President Teachers in Space), Rayan Khan (Founder of Cosmic Tribe), Melissa Sleeper (AIAA STEM Chair- Florida), James Throne (Host Space Quest with Dr. Jim TV series), and Brett Hoffstadt (Organizer of Aero Maestro).



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- Spirit of St. Louis Air Show
    - I emailed and told them we would like to participate at the \$500 level.
  - CLC STEM TQ –
    - I will be working with CLC next Wednesday during their STEM TQ training session.
    - After this meeting, Tasmyn and I are going to determine if we would be able to do the dinner meeting there.
  - m. Strategic Planning Larry Brase
    - Should reach out to more advisors
  - n. Young Professionals (YP) Stephen Clark, Jessica Smith, Dan Donahue
    - Second annual
    - Six presenters
    - Two-day events: Jan 25, Feb 2
    - Will send ads
    - Mason Bringus and Chris Bate will join YP / other positions
      - Introduction, welcome
      - Sanjay invites if they want to pick up the available position of the council
  - o. Financial All
    - Alec will send the report to Chi Hou
    - Issue with PayPal
    - Nametag order is delayed
    - Council members approved \$250 paid for the invited speaker. Need Alec to follow up.
    - Bob and others will contact Alex regarding expenses from programs
    - (Larry) Can the \$250 be also paid to distinguished lecture?
      - Bob:
        - only two \$250
        - Pay from out-of-pocket
      - Previous experience
        - Did not use all the funds
        - Student branch?
      - Sanjay: SLU may bring in the distinguished lecture after discussing with the SLU branch
      - Larry: suggest scheduling it on Jan
        - Bob: March / April, educator associate event or end-of-year Annual award meeting
        - Bob: School hosts
        - Sanjay will work with the student branch, target in Feb / March
        - John: coordinate with a technical meeting in March, as a joint event
        - Charlie is also finding a speaker for vertical lift
- VII. Misc** All
- a. Misc. Topics (Old/New Business, Transitions, etc.)



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**VIII. Next Meetings and Upcoming Events**

Sanjay Jayaram

- Jan 13, 2022, Thursday, 4:30 pm

**IX. Go-Backs**

Sanjay Jayaram

- Region 5 Michael Martin (need more details from Sanjay)
- Question of Sanjay to Larry
  - Associate fellows → form a committee for advising on the application of promotion
  - Larry: a question to discussion yearly
  - Ray: as a committee of national, shares experience
  - Larry: connects with candidates and help them
  - Mark: also need nominators and keep track of the dates (Key dates = April 15, May 15)
  - To be added to meeting minutes

**X. Adjournment**

Sanjay Jayaram

Motion to adjourn: approved  
At 6:12 PM

**XI. Action Items:**

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**2021-2022 AIAA Saint Louis Section Treasury Report**  
**December Meeting Report**  
**Alec Herzog**

I. **Current Account Actuals**

<i>Actuals as of December 2<sup>nd</sup>, 2021</i>	
Checking	\$ 5,320.24
Savings	\$ 20,462.39
Cash Box	\$ 357.00
<b>Total</b>	<b>\$26,139.63</b>

II. **Budgets from Quicken**  
Not Listed

\*\* Unused Budget Categories for 2020-2021: Professional Dev. Programs, Communications, Insurance, Employment



III. Upcoming Transactions

a. *Withdrawals*

Transaction Name	Budget	Amount
None	None	None

b. *Deposits*

Transaction Name	Budget	Amount
None	None	None

IV. Misc. Financial Information

None



V. Approved 2021 – 2022 Budgets

**2021-2022  
Budget**

**H. Beginning Balance/Cash on Hand:**

Checking (reconciled balance net of Outstanding Checks)	5,949.34
Savings	20,458.24
Certificate of Deposit/Other (STL: Cash Box)	100.00
<b>Total Beginning Balance Cash/Savings</b>	<b>26,507.58</b>

**I. Income:**

Lunch/Dinner Programs	4,000.00
Technical Programs	N/A
Education Programs	50.00
Public Policy Programs	N/A
Young Professionals Programs	N/A
Field Trips	N/A
Interest	6.00
Section Rebate- Cat I	1,500.00
Award Rebate - Cat II	2,500.00
Incentive Rebate - Cat III (specify event)	N/A
Contributions/Donations	7,000.00
<b>Subtotal Income</b>	<b>15,056.00</b>

**J. Expense**

Lunch/Dinner Programs	6,000.00
Technical Programs	1,000.00
Education Programs (STEM Budget)	4,000.00
Public Policy Programs	3,000.00
Young Professionals Programs	900.00
Field Trips	1,000.00
Section Council Meetings	500.00
Membership Promotions	400.00
Student Activities/Branch Support	
Postage	25.00
Honors & Awards	3,000.00
Scholarship Awards	7,000.00
Supplies	500.00
Bank Charges	50.00
<b>Subtotal Expense</b>	<b>29,375.00</b>

**K. Net Increase (Decrease)**

**(14,319.00)**



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**L. Ending Balance/Cash on Hand End of Year**

**\$12,188.58**