



Rocky Mountain Section Council of AIAA

Meeting Minutes

April 26, 2023

Chair - Opening/Welcome/Section Chair Remarks – Alexandra Dukes

Alex called meeting to order at 6:06pm

Discussed End of Year Section report for Nationals. The report will be moving to web form but not yet released. Still due to be submitted by the Chair at the end of the Section year – 5/31/2023. We will fill out the copy of the spreadsheet from last year with each of the area leads starting now (Link/info in Secretary Section). Alex asked the council to make this a priority.

Discuss National's decision to not provide additional funding to Sections next year (23-24). At the AIAA National dinner last week, Dan indicated this situation was not expected to be forever. Taylor operating with \$ in account before spending. This will change how/when sponsorship and any fund raising is to occur before events. Will pass this change on to next council leadership.

Vice Chair Reports – Marshall Lee

Marshall shared summary of the DE&I (Diversity council) meeting held just prior to council meeting (4/26) led by Paul. The event was a cross organization meeting discussing ambassadors/cross org collaboration between teams (AIAA RMS, CSBR, SASE).

Marshall provided a short outbrief on dinner after the Space Symposium w/ AIAA National. Good attendance from RMS section.

Overview of ATS planning status. Making good progress. Discussed possibility of a student/sponsor meet up before the sponsor dinner (slight recruiting/networking). Marshall provided overview of subcommittee activities. Chris, Marshall and Duncan discussed increase in attendance price – still felt reasonable relative to other similar events. Then discussed sponsorship levels noting significant increase of levels over last year with lowest at \$1k. Had a number of \$500 sponsors last year. Suggested pursuing an additional \$500 level (maybe 4th level). Chris and Marshall took action to meet up on sponsorship.

Secretary – Kathleen Pirazzi

- Election Planning for 2023-2024 AIAA RMS Council. Kathleen sent final ballot names, photos and ballots to Duncan and Mickey. Kathleen contact Mickey via phone Thursday (Mickey wasn't able to dial into this meeting) to ensure member email/linkedin could be sent to start voting on Friday 4/28.



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Date	Action	Assigned
Mar 24 – April 13 26	Job is to solicit/ensure nominations of min 1 per open slot. All council - help identify candidates.	Nominating Committee
April 14- 26	Submit slate to Secretary	Nominating Committee
Apr 17-27	Electronic Voting /survey monkey ready	Duncan
Apr 20 28	Elections Voting Open	Duncan/Mickey
Apr 20, 27 May 4 May 4, 11, 18	Send out Election email/reminders to RMS	Mickey
Apr 20 – May 7 Apr 28 – May 19	Voting	Section
May 7- 19	Voting closes	Duncan
May 8 21	Tellers Committee submits certified results to Secretary	Tellers Committee (Duncan, Dan)
May 9 22-24	The secretary sends out congratulations email. And notifies non-selected. Sends out general RMS email with results	Kathleen
May 24	Send out general RMS section email/social media of results – congratulations & intro of new Council for 2023-24 year	Mickey

CHAIR	Marshall Lee
VICE CHAIR	Kristi Farley Reece Moellenhoff
TREASURER	Taylor Lilly
SECRETARY	Ciparian Dumitrache Jacob Siegel
ENGAGEMENT & OUTREACH DIRECTOR	Jean Koster Leah Raffaeli



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Year Accomplishment Spreadsheet: Update before meeting w/Kathleen & Alex. Kathleen will setup 30 minutes between now and 5/7 (Alex will lead between 5/7 and 5/21 while Kathleen is out), with each of 12 tab (group of people). It will go much faster if POCs can get populate ahead. Alex is required to submit the final report by end of month. This spreadsheet describes what the RMS has done this year to inform Nationals – this has often brought awards to our council for the great work.

Website Link:

<https://docs.google.com/spreadsheets/d/1h5d7OUVzVOI2XzRNOcvalpRRFMhFlAw7/edit?usp=sharing&oid=108092011399844885858&rtpof=true&sd=true>

	Categories (POCs)	
1	Programs (Alex/Marshall, Jean, Chris)	
2	Management (Alex/Marshall, Kathleen, Taylor)	
3	Communications (Mickey, Joel)	
4	Membership (Johnathan, Charlie)	
5	Career & Professional Development (Cord, Chris, Lisa)	
6	Young Professionals (Cord, Kyle)	
7	Technical Activities (Jean, Chris)	
8	Honors and Awards (Carolyn)	
9	Public Policy (Lisa)	
10	Section Students Partnership (Cord, Dan)	
11	STEM K-12 (Trip)	
12	Diversity & Inclusion (Paul, Marshall)	
	Total	

Section Committee Reports

Engagement & Outreach Director: Jean Koster
Young Professionals/Early Career Chair: Kyle Dagg
Honors & Awards Chair: TBD
Programs: Chris Zeller

- Successful program w/Agile Aerospace
- Working w/Advance Space to get program started. Met w/but waiting for reply
- May want to look at Ursa Major, explore Maxar again, MSU

ATS Chair 2023

Stacey Defore & Committee



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- Stated in Vice Chair section

Membership Outreach Director: Jonathan Wrobel

- New wave of students – may want to connect with CU Student Chapter president
- Discussed High School membership.
- Potential table at UCCS event

Membership Committee Chair **Charlie Crouse**
Diversity and Inclusion **Paul Deaderick**

- Stated in Vice Chair section

College Outreach Committee Chair: **Cord Orona**
Professional Development Chair: **TBD**
Wyoming/Montana/Calgary Chair: **TBD**

Communication Director: Mickey Mathew

Newsletter: **Joel Blake**
Webmaster: **Duncan Hills**
Public Policy Chair: **Lisa Luedtke**

- Virtual e-series (5/9, 5/16, 5/23) events – sign up in websites.

Education Outreach/STEM K-12 Chair: **Trip Carter**

Next Council Meeting

- Thur 6/1/23 (passing baton – old and new) @ 6pm Hybrid – Zoom & In person (Taj – back room, Alex will bring projector/screen). Ask Jonathan to send in notes, have Charlie represent.
- Will be last meeting of 2022-2023 council year

Adjournment

Alex adjourned at 7:21p