



Rocky Mountain Section Council of AIAA

Agenda

March 22, 2023

Roll:

COUNCIL ATTENDANCE		COUNCIL YEAR 22-23											
NAME	Position	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
Alexandra Dukes*	Chair		1	1	1	1	1		1	1	1		
Marshall Lee*	Vice Chair		1	1		1			1	1	1		
Kathleen Pirazzi*	Secretary		1	1	1	1	1	1	1	1	1		
Taylor Lilly*	Treasurer												
Jean Koster*	Engagement and Outreach Director		1	1	1	1	1	1	1	1	1		
Mickey Mathew*	Communications Director		1		1	1			1	1			
Jonathan Wrobel*	Membership Outreach Director		1	1	1	1	1	1					
Carolyn Overmyer	Honors & Awards		1	1	1	1	1		1				
Duncan Hills	Webmaster		1	1	1	1			1	1	1		
Trip Carter	Education/STEM K-12										1		
Lisa Luedtke	Public Policy		1	1	1	1			1	1	1		
Christopher Zeller	Programs					1	1		1	1			
Joel Blake	Newletter					1	1						
Dan Scantland	Council Member		1	1		1	1			1	1		
Stacey DeFore	Council Member									1	1		
Gene Dionne	Fellow at Large		1	1	1	1	1	1	1	1	1		
Charlie Crouse	Membership Committee			1	1	1		1	1	1	1		
Cord Orona	College Outreach			1	1	1				1	1		
Paul Deaderick	Diversity and Inclusion Chair									1	1		
Larry Price	Council Member		1						1	1	1		
Kyle Dagg	Early Career Professional										1		
Bill O'Hara	Council Member		1										
Ellen Please	ATS CSU POC										1		
Alex Heart	guest attendee										1		
Marline Price	guest attendee										1		
John Reed	TC Liaison												
TBD	AIAA Regional												
Merri Sanchez	Council Member												
Sue Janssen	Council Member												
Amanda Stedd	Council Member												
Roger McNamara	Council Member												
Amanda Camarata	Council Member												
Total Attendees		0	13	12	11	15	9	5	12	15	18	0	0
RS - Report Sent										hybrid	hybrid		
* Voting													

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

- Alex opened the meeting at 6:15p for a Hybrid meeting.
- Two guest – Alex and Marlene. Marlene would like to work to help AIAA RMS strengthen connections to organizations like SWE.

Vice Chair Reports – Marshall Lee

- Marshall brought to council the multi-organization Holiday Party in December. In past the event switched who funded each year. This year the organizers decided to split between the 7



Rocky Mountain Section Council of AIAA

Agenda

March 22, 2023

organization. The cost requested from AIAA RMS is \$1700. Discussion was held to determine cost prior to event and approve budget through council prior to event.

- Motion: Marshall motioned to add \$1500 to membership budget to cover holiday event payment. Alex second the motion. Vote: (Yes – 4), (No-0) motioned passed.
- Discussed very successful Space Ops Forum (SOF) event. 49 registered. ~35 showed up. Discussion may cohost again next year but may go to Houston. Duncan | Marshall working to get pictures posted soon.

Secretary – Kathleen Pirazzi

- Kathleen briefed open positions and calendar for this year's election. 5 positions will be open.
- Election Planning for 2023-2024 AIAA RMS Council

Date	Action	Assigned
Mar 22	Council/Council Chair appoints Nominating Committee – Likely 3-4 people including chair	Alex (Chair). Volunteers to work nominating committee: Alex, Kathleen, Larry & Gene
Mar 22	Present (email) open positions/plan for elections to council	Kathleen/Alexandra
Mar 24	Notify RMS Membership of open positions & solicit nominations. Will include description.	Kathleen (Secretary)
Mar 24 – Apr 13	Job is to solicit/ensure nominations of min 1 per open slot. All council - help identify candidates.	Nominating Committee
Apr 7	Chair Appoints Tellers Committee (Duncan +Dan)	Alexandra (Chair)
Apr 14	Submit slate to Secretary	Nominating Committee
Apr 17	Electronic Voting /survey monkey ready	Duncan
Apr 20	Elections Voting Open	Duncan/Kathleen
Apr 20, 27 May 4	Send out Election email/reminders to RMS	Kathleen
Apr 20 – May 7	Voting	Section



Rocky Mountain Section Council of AIAA

Agenda

March 22, 2023

May 7	Voting closes	Duncan
May 8	Tellers Committee submits certified results to Secretary	Tellers Committee
May 9	The secretary sends out congratulations email. Sends out general RMS email with results	Kathleen

- Per our Policies & Procedures updated last year, we are in term in red below
- **Open 1-Year Positions:**
 - Chair
 - Vice Chair
 - Secretary (fill 1yr)
- **Open 2-Year Positions:**
 - Treasurer
 - Engagement & Outreach Director
- **Full Ballet Length – 5 positions.**

Discussed Kathleen assigning and reaching out to Year End Spreadsheet tabs. Will work to complete YTD by NLT 4/30. Duncan opened permissions to anyone we provide the link to. Link should be limited to those that are tagged as area owners. If others wish to bring up events, please do! Send to Alex or Kathleen.

Year Accomplishment Spreadsheet:

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

Section Committee Reports

Engagement & Outreach Director (2022 ATS Chair): Jean Koster

Young Professionals/Early Career Chair: Kyle Dagg

- Working to set up movie night. Alex and Cord

Honors & Awards Chair: TBD

- New committee chair is needed for H&A.

Programs: Chris Zeller

ATS Chair 2023 Stacey Defore & Committee



Rocky Mountain Section Council of AIAA

Agenda

March 22, 2023

- Discussed ATS 2023 planning. Bi-weekly meetings have been set up between AIAA and CSU planners. Jean, Chris and Paul – working to submit list of CSU ATS speakers. Weekly meeting for subteams include Technical content, Sponsorship, VIP dinner, Marketing & Comm, Volunteers.
- Ellen set up an ATS OneDrive location for materials.
- **ACTION:** Add Ellen to council meeting calendar zoom – Pirazzi/Duncan

Membership Outreach Director:	<u>Jonathan Wrobel</u>
Membership Committee Chair	Charlie Crouse
Diversity and Inclusion	Paul Deaderick
College Outreach Committee Chair:	Cord Orona

- Congratulate and welcome Fort Lewis College as a provisionally chartered Student Branch of AIAA.
- The FLC Student Branch will be given a three-year review period as an AIAA Student Branch. In three year's time (January 2026), the branch will be reviewed, and if the branch continues to meet the student branch requirements and chartering guidelines, the FLC will be given full AIAA branch charter status.

Professional Development Chair:	TBD
Wyoming/Montana/Calgary Chair:	TBD

<u>Communication Director:</u>	<u>Mickey Mathew</u>
Newsletter:	Joel Blake
Webmaster:	Duncan Hills
Public Policy Chair:	Lisa Luedtke

- Working to put together virtual panels in place of not having congressional visit day.
- Aerospace Day at the Capital was a great event and Lisa thanked council members who supported.

Education Outreach/STEM K-12 Chair:	Trip Carter
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- Discussed yearly writing contest – modest cash prize
- Large project proposal for SEAM – Simulate balloon to orbit S2B2O building cubsats (cost already covered by other organizations) send in balloon w/h altitude balloons. Launch early May. NTE \$3000.
- Council very interested in supporting (and doing so verses keeping cash for scholarships at end of year only).
- MOTION: Jean motioned to add \$3,000 to the STEAM committee budget. Larry Price seconded the motion. Voting: (Yes-4) Marshall, Jean, Alex, Kathleen (No-0). Motion passed.

Next Council Meeting

- Wed 3//22/23 @ 6pm (in person restaurant (Lariat Lodge Littleton w/plan for hybrid with Zoom)



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Adjournment

Alex adjourned the meeting at 8:01pm