



# Rocky Mountain Section Council of AIAA

## Committee Meeting Agenda

January 18, 2024

Marshall called meeting to order at 18:08

### Chair - Opening Remarks – Marshall Lee

1. Update on SciTech:
  - Objective: to meet with other chairs from Region V (three chairs plus Marshall present at the meeting). Main topic of discussion: what can the AIAA national do to help us/facilitate our initiatives and events. Dan Dumbacher is going to retire soon.

AIAA SciTech attendance: 6000 participants (the highest ever), very successful event.

- Reminder: Chris Zeller is organizing “Advanced Space: from CAPSTONE to Mars and Beyond” on January 25<sup>th</sup>. Same day, UCCS event with Lt. Gen Shaw (note to self: I will add the details from Marshall’s email later).

**Action:** We need to check the email list at [aiaa-rm@aiaa-rm.org](mailto:aiaa-rm@aiaa-rm.org) (e.g.: Gene is not receiving emails!) - ask Duncan for help with this!

2. Update regarding AIAA-ATS '24:
  - News from Ellen Plese: We are looking at September 27<sup>th</sup> for official event date (awaiting final confirmation).
  - We will go back to old AIAA-ATS format with more technical talks.
  - We will need to add some AIAA-RMS money to the organization of the event in 2024
  - Expected total cost: ~\$50,000; Our contribution: ~\$10,000 (we will use revenue from last year’s event to next year’s events).
  - Gene’s idea: to recruit someone else to help Marshall and Ellen with the ATS organization (for continuity purposes – to train a new person a new event).

**Action:** Gene and Marshall are looking for an RMS member to team up with Ellen and Marshall for the organization of AIAA-ATS.

Ideas for next AIAA-ATS: UCCS, School of Mines.

### Vice Chair Reports – Kristie Farley

1. Energizing membership and executive participation across industry (Kristi & Kathleen):

Can you help us get the following info:

- Current (and past if available) Membership (names, company, other)
- ATS registration (names, company, other)
- ATS corporate sponsors
- Recent awardees
- Old value proposition document/brochure we can reuse.
- List of companies where we can reach out.

**Action:** Marshall will help with the old value propositions.



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#### Secretary – Ciprian Dumitrache

1. SciTech update: from the TC meeting three aspects:
  - Including at least one student on each TC
  - Abstracts vs. full paper debate
2. Meetings in-person vs online:
  - Idea: having Council meeting on the off-Friday or weekend.

#### Treasure – Taylor Lily

1. Treasurer's report from Taylor: (received on Dec 17<sup>th</sup>)
  - I have received \$5,300 in what is definitely CAT 1 and CAT 2 funding. I have seen the email from national which says that its CAT 1 and CAT 2. I have updated the budget line for CAT 1 & CAT 2 to reflect this.
  - From the Leadership meeting in October, I have updated the allocation for aerospace day at the capital under public policy. It is now reflected in the updated budget.  
*Allocate \$2500 for the Aerospace Day @ Capitol (Marshall).*
  - Marshall, I have paid the following checks based on emails you sent which implicitly approved the checks. Would you please reply to this report with "I approve checks 1272 – 1274" This is a formality. I will store the email in the folder with each of the checks for audit purposes.
  - Check 1272 in the amount of \$2,500.00 to Colorado Business Roundtable and categorized against public policy and mailed to 6295 Greenwood Plaza Blvd Ste 100, Greenwood Village, CO 80111
  - Check 1273 in the amount of \$500.00 to Colorado School of Mines Foundation and categorized against **student activities** and mailed to PO Box 4005, Golden, CO 80402-0005, Attn: Linda Nothnagel
  - Check 1274 in the amount of \$250.00 to Creating Manufacturing and categorized against Chair's Discretionary and mailed to 8072 Albion St., Centennial, CO 80122
  - Our Form 990-N(e-Postcard) has been submitted to the IRS for Tax Year 2022. I have forwarded proof to National.
  - I have reached out to the insurance company about paying for the bond and getting a current copy of the national paid for liability insurance.



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### January 18, 2024

2023-12-17

Current Budget - Current Year  
2023-06-01 through 2024-05-31 Using 2024 Rev. 03

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Category	Actual	2024 Budget	Difference
INCOME	61,314.22	61,307.77	6.45
IFY_START	24,422.86	24,422.86	0.00
Cat 1 - Inc	5,300.00	4,500.00	800.00
Cat 2 - Inc	0.00	800.00	-800.00
Cat 3 - Inc	0.00	0.00	0.00
FY2024 - Inc	31,572.91	31,572.91	0.00
ATS 2023 - Inc	31,572.91	31,572.91	0.00
H&A 2023 - Inc	0.00	0.00	0.00
Other FY2024 - Inc	0.00	0.00	0.00
Interest - Checking	5.12	6.00	-0.88
Interest - Money Market	13.33	6.00	7.33
RLC - Inc	0.00	0.00	0.00
EXPENSES	3,586.45	87,664.36	84,077.91
IFY_END	0.00	22,500.00	22,500.00
Cat 3 - Exp	0.00	0.00	0.00
Chair's Discretion	250.00	585.00	335.00
Council Meetings	0.00	470.00	470.00
Dir. - Comm.	2,500.00	4,000.00	1,500.00
Communications	0.00	1,100.00	1,100.00
Public Policy Progs.	2,500.00	2,600.00	100.00
Webmaster	0.00	300.00	300.00
Dir. - E&O	336.45	9,636.45	9,300.00
Honors & Awards	336.45	336.45	0.00
Lunch & Dinner Progs.	0.00	5,100.00	5,100.00
Technical Progs.	0.00	2,100.00	2,100.00
Young Prof. Progs.	0.00	2,100.00	2,100.00
Dir. - Member	500.00	18,900.00	18,400.00
Educational Progs.	0.00	100.00	100.00
Membership	0.00	3,600.00	3,600.00
Prof. Dev. Progs.	0.00	1,100.00	1,100.00
Student Activities	500.00	14,100.00	13,600.00
FY2024 - Exp	0.00	31,572.91	31,572.91
ATS 2023 - Exp	0.00	31,572.91	31,572.91
Other FY2024 - Exp	0.00	0.00	0.00
RLC - Exp	0.00	0.00	0.00
Section Travel	0.00	0.00	0.00
Net Difference:	57,727.77	-26,356.59	84,084.36

#### Update from Alexandra Dukes:

Alexandra stepped into the role of Region V Membership Deputy Director. Her goals in this role are to:

- Support Region V sections in transition planning
- Support Region V sections in sharing lessons learned, collaborations, and event concepts
- Increase awareness of Region and National support avenues for sections

As a part of these goals, she wants to elevate Jonathan's idea of creating a Wiki/Confluence to the Region level where we have a bucket of funding that may make this capability available to all Region V sections.



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Question to the RMS council: What other initiatives/ideas would you like to be supported or floated to the region level?

### Section Committee Reports

**Membership Outreach Director:** Jonathan Wrobel

- Confluence and collaboration tool presentation to the Council
- Working with CU Aerospace Dept to increase membership

**Action:** Jonathan will present the membership numbers in the next Council meeting.

**Membership Committee Chair** Charlie Crouse

- .....

**Diversity and Inclusion** Paul Deaderick (Marlene Price)

- Update from Paul:  
AIAA RM Diversity Chair Report
- No Activities since ATS
- Acquired 3 Diverse Target Group leads of 7 Diverse Target Groups
- 2 MOUs in progress
- Next Steps: reengage members and schedule future meeting
- Activities/Events: Space Operation Forum 2024 in Houston?

**College Outreach Committee Chair:** Cord Orona

**Action:** Marshall will reach out to Cord to understand if he can continue to be involved with the College Outreach Committee.

**Professional Development Chair:** TBD

**Wyoming/Montana/Calgary Chair:** TBD

**Engagement & Outreach Director:** Leah

- Leah is meeting with Kristi Farley & Jonathan to make progress on technical talks/seminars.
- Leah to help with programs/technical events (Chris).

**Action:** Marshall & Gene will reach out to Chris and connect him with Leah to revitalize the technical programs.



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**Young Professionals/Early Career Chair:** Kyle Dagg/Alexandra Dukes

**Action:** Kyle & Ciprian will connect to discuss about a young professional event in Fort Collins, CO.

**Honors & Awards Chair:** **Larry Price/Ben Mottinger**

- Larry & Ben will get together to discuss details of the award banquet for 2024.
- Plan to do another award banquet this Spring '24.
- Invite previous awardees (Fall 23) to the Spring '24 event.

**Action:** Marshall and Gene to meet with Larry to identify a place for the banquet. Marshall will help find sponsorship for the event.

**Programs:** **Chris Zeller**

Update from Chris:

- Speaker's program (Jan 25<sup>th</sup>) Advanced Space: from CAPSTONE to Mars and Beyond
- OrbitFab in February
- Ursa Major program for March

**Communication Director:** **Mickey Mathew**

- Amanda Camarado will step in to help Mickey Matthew with communication.

**Newsletter:** **Joel Blake**

**Webmaster:** **Duncan Hills**

- Blake Marshall will step into the role of Webmaster since Duncan is stepping down.

**Public Policy Chair:** **Lisa Luedtke**

- Report from Lisa on PPC activity: **on March 4<sup>th</sup> AIAA RMS** will be a co-host again for Aerospace Day at the Capitol. It is from 9:00 am to 6:00 pm and anyone is welcome to attend. Here is the link for the registration site. [www.coaerospaceday.com](http://www.coaerospaceday.com).
- Also Lisa is currently pregnant and will be on maternity leave from around March until June so she will not be attending the council meetings during those months and the PPC will be quiet during that time.
- Lisa would like to organize events involving congressional members in the future (once she returns from maternity leave).

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



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Trip will be an hour late but wants to give us a walk-through the items below himself.

STEAM outreach update:

- This is our STEAM Team currently: Craig Merrett, Karolyn Evans, Lynnanne George, Gene Dionne, William Michael, Tyler Neca, Bill O'Hara, Steve Lin, Nicholas Florio, Larry Price, Roger McNamara, Dan Scantland, Trip Carter, Greg Cannaday, Cliff Weems, Marshall Lee
- Attendance at my monthly STEAM Zooms were down in 2023, but there has been a core 5-6 of us who executed on several large projects over the course of the year. **We can always use more volunteers for STEAM activities! Please contact Trip Carter if interested.**
- Currently we're planning activities for 2024 that we've had success with in the past:
  - AIAA Essay Contest
  - Colorado Springs Science Fair planning and student project judging (middle and high school)
  - High-Altitude Balloon Payload projects with 4 high schools: mentoring on payload builds and sponsorship of launches in April and May
  - GSTEM: science projects for girls participating in the Metro State University-hosted event (May)
  - Denver-area science fairs participation (this is yet to be fully defined but shaping up)
  - Participation in Wyoming and other out-of-state science fairs (we've done this virtually in the past, but they should be in-person in 2024)
  - Cool Science Fair at UCCS (Sept)
  - Visits to probably 3 targeted middle schools and 2 high schools with talks on working in the Space industry and (possible) model rocket launches for the middle schools – Note that we want to do as many of these visits as we can line up.
  - Littleton Public Schools Epic Academy (e.g., Gene will go there tomorrow and present about additive manufacturing).
  - **Other events to be added. And suggestions are strongly encouraged!**
- Investment needs in 2024:
  - Many of the above events just require TIME from volunteers.
  - The high-altitude launches would be the big expense, and that would be 2X (~\$2600) what we received from AIAA RMS this last spring.
  - Other expenses would be incidentals and perhaps some supplies for science demonstrations. No more than \$500.
- Outstanding action to the STEAM team: Provide an article and photos about STEAM events that RMS was involved with to include in the write-ups on the website and in our newsletter.

Next meeting date and location: February 15<sup>th</sup> (Zoom meeting only)

#### Adjournment

Marshall adjourned at 20:04

Present at the meeting:

- Online: Ciprian, Marshall, Jonathan, Alex, Ben, Paul, Gene, Kathleen, Larry, Leah