



July 16, 2014

Chairperson: Matt Zuk
Secretary: Hunt Culver
Public Policy: Kevin Simmons (telecon)
Career/Workforce Development: Jackie Schmoll (telecon)
Membership: Taylor Dacko
YP Rep: Tony Mansk
Education: Bruce Vu

SKYPE: 321-473-4517

Matt Zuk called the meeting to order at 5:35 pm.

The May 21, 2014 meeting minutes were approved as amended.

Bill provided the June/July Treasurer's Report to Matt earlier. The start of fiscal year was June 1st, and there have been no expenses. The Report reflects the budget that was approved in May. The Section account has a balance of \$1204.55. Matt reported our income will soon increase to an amount near \$3300 with new CAT1 funds and also three Cat 2 awards. A motion was made to receive the Treasurers' Report and was approved.

Old Business

1. Matt Zuk, chairman made opening remarks by welcoming everyone to the Section executive council. People in attendance and on the teleconference line introduced themselves.
2. Matt presented his goals for the year as the Section Chairperson and requested each Committee Officer consider their goals for the coming year. Matt outlined three goals for the year - to support membership technical exchange, to continue STEM outreach, and to emphasize member value and membership participation. Towards those goals he plans to hold a joint meeting with another technical organization, participate in the National Engineers' Week Banquet, continue to pursue the Guest Lecturer program, to judge/render the AIAA special Award at the Brevard County Regional Science Fair, and to support Cape Canaveral Technical Societies (CCTS) Robotics event. Relative to member value and participation, Matt described a challenge proposed by the greater Huntsville AIAA Section to participate in a Lessons Learned database they are building. Professional membership is reportedly down in most professional societies; therefore, the societies need to find ways to provide value-added activities.
3. Matt requested each committee officer review the Section Bylaws as well as the Officer's Manual that are posted on the AIAA website. There are two websites – the aiaa.org external website and an internal SharePoint website that contains useful information to members about Section activities.
4. Matt reported he received email notification today of Section awards we received based upon our Annual Reports filed in May for the previous fiscal year. The Cape Canaveral Section won three awards - first place in membership, second place for our young professionals program, and third

place for our communications newsletter. The awards will be formally announced at the Regional Leadership Conference (RLC) that will be held in conjunction with AIAA's SPACE conference in San Diego, CA in August. Matt announced these awards early because we need to submit representative photos to be displayed at the conference.

5. Matt also reiterated his email request to ask if anyone was interested in attending the RLC to represent the Section and receive the awards in person. The annual awards also include a monetary award. AIAA National distributes Category 2 (Cat 2) funds based upon section awards. The RLC is open to Section Council members and is a day and a half event held in conjunction with another conference each year. It is an opportunity to learn tips and tricks for running a council, to meet with the National Board of Directors, and to meet Regional leadership including our staff liaisons, Chris Jessee and Emily Springer. The Council has budgeted \$600 travel assistance. The RLC is August 7-8, 2014, and our website has the presentation charts from last year's conference.
6. KSC Family Day – The Section event is planned for Saturday, August 16, 2014, and uses Cat 3 funding to defray the cost. The activity includes the Space Exploration Workshop at the Educator Resource Center and access to KSC Visitor Complex. A minimum of fifteen K-12 students is needed. Funding is intended to cover the student's entry costs and could reduce costs for some chaperones and parking. We are looking for a member or educator associate to sponsor one or two students. Aug 16th was the only time slot available before school begins. Matt is considering inviting the Central Florida section to participate. A member can sponsor a child if the member does not have students of that age. The backup plan is to open up to membership and we go as participants.
7. Fall Dinner Meeting Planning – Matt announced we are planning for Sandy Magnus, AIAA President, at Exploration Tower in Port Canaveral as a flagship event for members this year. The date has not been finalized, but we are targeting late October or early November timeframe. Matt is still pursuing pricing. Current plans included heavy hors d'oeuvres served on different levels of the tower and a presentation in the 70-seat theater.
8. STEM K-12: Tomorrow Women in Defense is having a speed networking event which includes a representative from the Brevard School board. Matt will attend to investigate how to increase outreach and promote our Guest Lecturer program.

New Business

1. All Aerospace is local: Is the national Public Policy campaign that was started new as of 2013. The intent is to meet with local politicians when in recess and at home in August. Office visits requires a form to get scheduled. The purpose of the event is to bring AIAA's top 10 issues to the local level. Greater likelihood of meeting the elected rep during summer recess. Tony Mansk has a friend who is a staffer for Senator Nelson. Kevin Simmons reiterated the need to make it worth the representative's time. Also, since we are on the Space Coast our elected representatives hear about space all the time and generally are aerospace supporters.
2. AIAA National Forums in Orlando - Two AIAA conferences are planned for the Orlando area in 2015 – SciTech in January and the Power-Energy conference later in the year. The event organizers are encouraging local section involvement and recommend the local section plan parallel activities for the conference attendees. Membership engagement is part of planning committee, and Region 2 leadership is looking for ideas from the two local sections. Matt participated in a recent telecon and has more information. He volunteered to help organize a trip to KSC. Recommended each section

setup a table at exhibition, and he is pursuing if local section members who plan the parallel event can get free admission to the conference. Matt distributed the Region 1 report. Jackie suggested the Lockheed Lake Underhill facility as a potential event; it has training simulators. One consideration to address is how to make arrangements for foreign nationals to satisfy security control requirements in a timely manner. The dates are to be determined, and Matt is working to get more info.

3. CCTS Robotics Competition – Dave Fleming, who is also on the CCTS Board this year, is involved with planning this event. The date in October is to be determined but will be held at the Florida Solar Energy Center. The organizing committee is looking for a monetary sponsor. The event invites robotics teams for practice and demo sessions that are open to the public to encourage robotics. Typically the Florida Tech lunabotics team is invited to demonstrate their project. Matt is looking for someone to help planning this event and to work with Dave.
4. National Engineers Week Banquet - Planning has started for the February 2015 event. AIAA is a co-sponsor with Women in Defense. Matt attended the recent meeting for AIAA, and there is a telecon this Friday. During the dinner meeting we announce the AIAA Outstanding Member Award. CCTS is looking for corporate sponsors. Contact Matt to get involved.
5. Meeting date discussion: Regularly meet on 3rd Wednesday of the month. Matt polled to see if there are any conflicts such as professors who teach at night.
6. AIAA is a tax-exempt organization. Consequently, Matt has the tax-exempt form for council members who might need to make purchases. Matt requests that you please coordinate spending with him prior to purchases for cash flow control.

Committee Reports

Education (Bruce Vu): Relative to previous discussion Dr Vu noted that he has conflict on Mondays and Wednesdays for teaching during an upcoming 16-weeks term.

Young Professionals (Taylor Dacko): Brainstorming on new ideas for YP events. Taylor and Tony will cross-pollinate ideas.

Membership (Tony Mansk): No additional input.

Secretary (Hunt Culver): No additional input.

Career/Workforce Development (Jackie Schmoll): Jackie asked if there was a lessons learned file, and Matt responded that all annual reports for all sections across all regions are on the website.

Public Policy (Kevin Simmons): Small Sat Tech committee chair from UF wants to develop a Congressional visit: he has some agenda topics. Kevin has asked him to develop his content and share with Kevin so he can coordinate.

The meeting adjourned at 6:48 pm.

The next meeting is Wednesday, August 20, 2014.