



January 15, 2014

Chair: Matt Zuk

Secretary: Hunt Culver

YP Rep: Tony Mansk

Pete Warren (via telecon)

Luke Roberson (via telecon)

Vice Chair: Tristan Clouse

Treasurer: Bill Macdonald

Membership: Taylor Dacko

FIT Faculty Advisor: Dave Fleming

Matt Levy –FIT Student Branch Rep (via telecon)

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

The December 18, 2013 electronic voting meeting minutes were approved.

The December Treasurer's report was received and accepted with one amendment. The date on the last line item of page 4 was changed to 12.24.2013. Current balance is \$3606.26.

Old Business

- Tristan summarized the December Meet and Greet event. It was successful and the participants enjoyed the holiday social as well as the cheese and chocolate fondue from the Melting Pot. The event was held as a membership appreciation event with the goal of bringing together section members in a social environment. The cheese and chocolate was paid for by the section out of the membership budget line item.
- Tony summarized the December Young Professionals (YP) event at Fishlips. Tom Engler was the unexpected guest speaker as Scott Colloredo was called to Washington, DC. There were seven members and eleven non-members present at the successful event. The topic was about KSC and the Spaceport of the Future. Appetizers were provided on behalf of the section and paid out of the YP budget line item.
- Luke presented a recap of the November and December RAC telecons. The January telecon was held earlier today. Upcoming events include the Congressional Visit Day (CVD) in Washington, DC, which is a one-day event on March 12, 2014. Leading up to that are six planning telecons to discuss the topics to discuss when meeting the legislators. Similarly there is planning for a Florida state legislative day. There is a RAC action to determine the date, tentatively set for March 23 in Tallahassee at the Florida State University campus. One notable point of interest from the RAC is that central Florida activities are increasing. The MERCLN event is coming to Cocoa, Florida. There is \$1600 of CAT III money available if we can determine a use. Lastly, the regional student conference is April 7-8 in Memphis, Tennessee.
- STEM Guest Lecturer Program. Pete is soliciting feedback from Titusville school based on an invitation presented to the science chair during the recent Career Day. He is also promoting the program with Educator Associates to get the word out that business professionals are available to

present STEM lectures. Pete plans to follow up with the FIT Science Chair, Dr. Hassan, for a tour of FIT labs in the hour before the upcoming dinner meeting on Jan 31, 2014. Members who wish to participate should RSVP for the tour and dinner meeting. The dinner flyer has a block to indicate tour attendance. The meeting place for the tour is foyer of the observatory. One detail yet to be worked out is to determine which labs will be visited.

- For the upcoming FIT dinner, the student chapter is using the Sections' PayPal account. Matt Levy, FIT student rep, was told that the Section would forward the funds to Gabby Leesman (FIT Student Branch President).
- CVD participation – Luke will be our representative to this event. We are waiting for public policy committee to announce the funding. He will participate as a member of “Team Florida” and will visit Florida legislators. The section will provide \$500 travel advancement, and he will reimburse the section when funded by National.
- Essay Writing Contest – Matt proposed that the Section not pursue holding this contest this year. There are logistical issues that have not been worked out; however, it is an activity to consider for next year.
- Brevard County Regional Science Fair Judging – Matt stated that judges are needed for the AIAA special award. The dates are February 8, 15, and 22. The first two science fairs are at the Merritt Island Mall while the third is held at the Melbourne Mall. A lunch voucher for the Mall's food court will be given to all judges in appreciation of their commitment. The deadline to volunteer is January 31. Amanda Gillespie participated last year if anyone has questions for her. Also the Science Fair needs judges for the academic judging. One hundred judges are needed per fair for the two-day event. Volunteers should contact the science fair organizer directly. For the AIAA special award, the section reps will be provided with pre-prepared award and letter inviting the student to a dinner meeting to receive \$200 from AIAA.
- Marketing Products/Flyers – Tristan has created a VistaPrint account for the section and is working on informational brochures with the basic info about AIAA, including the national website address and the section website and Facebook addresses. She has also created a small banner for use at AIAA activities and out reach programs. The cost of the banner was \$12.00 and, if purchased, would be applied to line item 30.0 of the budget. The section needs to determine the total number of informational brochures to order. Tristan will send out a pdf file for review. Additionally, the vendor has other products such as pens, coffee cups, etc. which might be used as door prizes.
- Outstanding Member Award – Matt announced that the deadline for submittal is February 3, 2014. Notice to all of the membership will go out. The nomination should be less than 500 words and any member can nominate another. Ask a co-council member to submit your name. The award will be presented at the CCTS Engineers' Week banquet on February 20, 2014. Matt will appoint the reviewer board, and typically the review is conducted by electronic means. Matt requested we promote participation from the membership.
- The FIT AIAA Student Branch dinner meeting is scheduled for February 5, 2014, in the Hartley Room of the Student Center on the FIT Campus. Matt Levy recommends attendees part in President's parking lot, which is on the west side of campus, west of Country Club Rd. Bill said we have budgeted \$400 plus money that's deposited into our PayPal account to pay their bills. The FIT Lab Tour will start at 5 pm. Since dinner starts at 6:45 pm, participants must walk across the campus. Social time starts at 6pm. Tristan recommended we should advertise at KSC as well.

- Titusville HS Career Day – The Section is looking for an organizer and seven volunteers split into two shifts to support this event on January 24, 2014. The career day is space engineering specific since it is sponsored by NASA Education Center and their partners. Two of the exhibits include Dennis Dalli with a UAV multi-copter and Mike Krunker showing a flight demo from FIT. Not a lot of giveaways are planned as the focus is to promote engineering.
- National Engineers Week Banquet is scheduled for February 20, 2014, and will be held at the Holiday Inn at I-95/Wickham exit. AIAA will man the registration booth to take non-PayPal registration fees, so we will set up at about half hour before. Primary registration is via CCTS website using PayPal. The guest speaker is John Walsh, CEO of Port Authority. Let Matt Zuk know if you are attending to coordinate one or more AIAA tables. During the award ceremony, Bill Macdonald will present the AIAA Outstanding Member Award.
- ERAU Dinner Meeting is scheduled for March 5, 2014. The guest speaker is Colonel Graham, and his topic is the SR-71 Blackbird. Because he is on AIAA's Distinguished Lecturer list his expenses come from AIAA National's Distinguished Lecturer budget. Since AIAA National says the student branch Distinguished Lecturer budget has already been used up, the Cape Canaveral Section is willing to use their professional section Distinguished Lecturer slot to cover the speaker's budget for this event. The event begins at 5 pm in big atrium.
- The January/February newsletter is currently in draft review. Matt and Jenn thanked those for their inputs and articles. Comments are by COB tomorrow so Jenn can publish and send out to the membership. Related to the newsletter, the Section received accolades for the newsletter from Region II director. Matt requested Taylor coordinate with Jenn to include a welcome announcement of new Professionals and Educator Associates in the newsletter.
- AIAA Council Meeting in CCTS calendar. CCTS has suggested AIAA reflect our events in the CCTS online monthly calendar. During a brief discussion it was suggested to list only the member societies with links to their websites in lieu of posting numerous AIAA and other society events in a lengthy list since most members of professional orgs will go to the specific society's website instead of the CCTS website. Karen Barker had asked Matt Zuk why AIAA doesn't announce their section council meetings in the CCTS newsletter. Dave Fleming responded with CCTS looking into appendix of the newsletter to announce society council meetings. The main body of the newsletter is reserved for organizational activities open to general public or other society members. Section council meeting do not fit into this category.
- CCTS Space Congress – Bill Macdonald stated the CCTS is looking for help planning the event. The event is planned for Monday, April 7, 2014, with morning and afternoon panel sessions and lunch with a guest speaker. The CCTS event is in conjunction with the 4th International Workshop on Lunar and Planetary Compact and Cryogenic Science and Technology Applications ([LSA 4](#)). The LSA 4 workshop is scheduled for April 8 -11, 2014, at the Courtyard Marriott in Cocoa Beach. At an upcoming meeting they will formalize the agenda. It was asked if there would be an exhibition area where AIAA could set up an information table. General chair of the 2014 Space Congress is Janissa Garcia who has made a call for volunteers to be on planning committee.
- Charles Radley, an AIAA Associate Fellow, has contacted the Section Council to determine if AIAA is interested in co-sponsoring the 2nd Space Conference to be held at the Orlando Airport on June 20 and 21, 2014. The goal of the [2nd SPACE Conference](#) is to develop a roadmap to define the key

technologies required for space habitation technology. The conference is organized by the Scientific Preparatory Academy for Cosmic Explorers (SPACE), a non-profit academy dedicated to multidisciplinary and international higher education in space. It was asked during the discussion what AIAA would need to do to be a sponsor. If sponsoring meant financial support, it was noted that the Sections' fiscal year ends May 31st; therefore, June is in the next fiscal year.

- Matt stated he is coordinating with Emily Springer to try to get Sandy Magnus as a speaker at a future AIAA section dinner meeting. He will provide more information as available.
- Boy/Girl Scout Badge Camp - Tristan reported that she spoke with Don Judy (FIT Aviation, LLC) last week and only seven Boy Scouts and no Girl Scouts are registered for the upcoming event. There may be a decision soon to cancel the event. Because the event has been held for the past few years, many of the scouts may already have the Aviation badge. However, it may be worth advertising if one troop wanted to tour the FIT aviation hanger.
- Matt reported that he is soliciting input from the Council for potential Category III (CAT III) activities so we can spend CAT III funds. The primary requirement to request the CAT III money is that the Section come up with a new event that has not been done in the past. Two other Sections have applied so we need to come up with an idea. Past events include a barbeque and last year's bowling event. Tristan suggested a STEM activity to sponsor Megan McDede, and Tony suggested we sponsor a "movies in the park". No decision was made.

Committee Reports

Vice-Chair (Tristan): No additional input.

FIT Student Branch: Matt Levy said that the Student Branch is talking to companies about giving tours of FIT facilities. Recent events include a Q&A session between students and professionals, a social movie night where they showed Apollo 13. Additionally two students are participating in the battle of the rockets in Virginia in April.

Young Professionals (Tony): Tony is soliciting ideas for a spring event. Potential speakers include Carol Craig of Craig Technologies, Laura Seward, the vice chair of CCTS, or Mark Von Trager, the Vice President of Space Florida.

CCTS Rep (Bill Macdonald): No additional input.

Membership (Taylor): This month the membership roster added three new professional members for a total of 299, one new educator associate for a total of 63 members, and four additional student for a total of 121 student members. Matt recommended we could send out form letter to soon-to-expire members encouraging them to renew.

Secretary (Hunt Culver): No additional input.

(Pete Warren): No additional input.

The meeting adjourned at 7:15 pm. The next meeting is Wednesday, February 19, 2014.