



**American Institute of
Aeronautics and Astronautics**

Cape Canaveral Section
Council Meeting
September 21, 2011

In Attendance:

Joe Bussenger (FIT)
Tristan Clouse
David Fleming
Jennifer Holland
Akshay Lala (FIT)
Bill Macdonald

Christian Pinto (by phone)
Yvonne Parker
Roelof Schuiling
Kurt Schwartz (ERAU, by phone)
Kyle Unfus

The meeting was called to order at 5:30 PM by Vice Chair Tristan Clouse.

A motion to approve as written the minutes of the Aug. 13 meeting was made by Bill and seconded by Roelof. The motion carried unanimously.

The treasurer's report was submitted by Matt and delivered by Tristan. A motion to receive the treasurer's report was made by Bill and seconded by Jennifer. The motion carried unanimously.

Old Business

- August for Aerospace Update: Attempts to contact Representative Adams have been made, but there are scheduling issues.
- September Newsletter: No report
- FIT Aviation Day: Final planning of the event was discussed. Tristan produced a draft section brochure to be distributed at this event. This was reviewed by the council. Yvonne suggested changing the logo used on the brochure to include the word 'Section' to be in line with the terminology in use to identify our organization. Kyle volunteered to update the logo and to distribute the updated version for review before using it on the final brochure. Jennifer asked about the quantity of brochures to print, and a number of 300 was selected. Joe indicated that he has some AIAA 'freebies' left over from previous events and volunteered to bring them. Tristan noted that more volunteers from the section are needed and asked Dave to attend. He said he would get back to Tristan upon checking his schedule.
- Meet & Greet Update: Kyle has completed arrangements for the event, to be held Sept. 29 from 5-8PM at Enigma Café in Satellite Beach. Kyle produced and distributed the flyer for the event. Based on numbers received so far, the RSVP deadline will be pushed back to 26 September. Kyle discussed options for decorations to purchase to support the event. He will purchase some such items at his discretion, being mindful of the budget allocation for meet & greet events. Tristan recommended keeping Susie in the loop regarding these purchasing choices. Kyle has been developing a trivia contest to use during the event. He will look into having a Wii available for use at the event, as was done last time at the same venue. He also plans to distribute index cards to collect feedback from attendees on the event.

- Technical Conference: Tristan reported. Due to difficulty arranging speakers, the program has been consolidated into a single track. Five speakers have been confirmed including Mr. Christopher Nagy (NASA Safety & Mission Assurance) on the Dryden Flight Research Center X-31 Accident, Dr. John Deaton (Florida Institute of Technology) on Mars Simulated Habitat: Human Factors/Psychology Data, Mr. John Glass (NASA Expendable Launch Vehicles) on Delta II, NASA Launch Service Program's Workhorse Rocket, and Mr. Luke Roberson & Mr. Paul Sierpinski (NASA/Zero Gravity Corp.) on Zero-G Flight Experience. A keynote speaker for lunch has also been confirmed. Two other speakers are tentative. These speakers provide a quality foundation for the event moving forward. The primary issue of concern at the moment is advertising to increase attendance. Only a few registrations have been received to-date. Dr. Fleming recommended revising the flyer to include more details about the speakers to promote registration. Tristan recommended advertising the conference at the upcoming Aviation Day event. Kyle will look into advertising the event through our Facebook page. Joe will work on updating the flyer.
- November Dinner Meeting: The program is set, and the flyer has been distributed. Council members were encouraged to advertise the event. Dave will reserve a projector for use at the meeting, and Susie will be asked to check whether the speaker requires us to provide a laptop. Bill volunteered to work the registration table. Dave will look into the speaker gift and make a recommendation at the next meeting. Kurt and Joe will check whether the ERAU and FIT student branches, respectively, want to present displays at the meeting. Dave indicated that he will present a 'Past Chair' plaque at this event.

Committee Reports:

- Newsletter (J. Holland): Jennifer reported that the newsletter is on a bimonthly schedule, with the next issue to cover Nov./Dec.
- Membership (K. Unfus): He plans to look into a launch get together based on the schedule of upcoming launches. He will hold the receipt for the Meet & Greet deposit until he can pass it on to Matt.
- ERAU (K. Schwartz): Kurt noted that the size of the ERAU branch has grown dramatically this year, with a current membership well above 100, and numerous events have been held and are in planning. The branch is supporting activities in design competitions including the SAE Aero Design East competition. The branch is actively working on cohosting the upcoming AIAA Region 2 Student Conference.
- FIT (J. Bussenger): A meeting was held between the FIT and ERAU student branches and the AIAA Region 2 Conference organizer, Cassy Dellinger, to finalize venue selection and to plan for the event. The FIT student branch is planning a Q&A session with young professionals for Oct. 5, and asked for volunteers. 76 students attended the first FIT AIAA general meeting, and online student members show as 176. The branch intends to focus on participating in design contests in the coming year.
- RAC Representative (B. Macdonald): We currently have 52 educator associates. He received brochures to pass on for recruiting educator associates and distributed them to the council. He participated in the most recent RAC 2 teleconference. At this meeting it was noted that region 2 is searching for a new deputy director for membership. Also, looking forward our section will be asked to provide judges for the upcoming student conference.
- Career Enhancement (R. Schuiling): Roelof has been in touch with the commander of TiCO regarding the upcoming airshow. Registration materials are due soon, and it is expected that the charge for a booth will be about \$250.
- Member-at-Large (Y. Parker): Chris Jesse has AIAA promotional materials available for sections to replenish their stocks as necessary. Cat III funding will be available, and council members are

encouraged to consider ideas for new events. Yvonne suggested that Bob Cabana would be a good choice for a dinner speaker.

- Honors and Awards (D. Fleming): Dave noted that he intends to present Charles Parker with the Sustained Service award that he earned at the November dinner meeting. Regarding CCTS activities, Dave noted that he approached the Chairman of the Canaveral Section of IEEE about potentially co-hosting the EWeek banquet along with AIAA and CCTS. The IEEE chairman responded favorably, but needs to address this at their upcoming council meeting. He also noted that CCTS is planning an event for Spring to focus on the theme of robotics and to support local FIRST Robotics teams. He said that CCTS member organizations would be asked to provide support in the form of individuals to help with planning and running the event. Kyle expressed interest in supporting this effort. Dave will provide more details after the CCTS planning meeting on the subject. Dave noted the recent development of the CCTS events calendar and asked about redistributing it to the AIAA email list. No objections were noted.
- STEM (C. Pinto): Christian described his background relevant to STEM, including serving as a NASA Student Ambassador, the Lake Nona High School teach-in, and continuing efforts at mentoring students. Plans are to focus on cubesat technology and to work through the KSC education office to provide materials for STEM outreach. He noted that he recently had an interview for a position at SpaceX that if successful would result in substantial amounts of travel, but he expects continue to perform his section duties.
- Vice Chair (T. Clouse): Tristan reported that a Boy Scouts/Girl Scouts event is in planning for December.

New Business:

- Tristan passed on the information that Susie is considering the possibility of a holiday event in December either for the general membership or targeting Young Professionals. Council members should consider this in advance of the next meeting.

The meeting adjourned at 7:13 PM. The next meeting will be Wednesday, Oct. 19, 5:30PM.

Respectfully submitted,
David Fleming
Honors & Awards Chair