



November 20, 2013

Chair: Matt Zuk (via telecon)
Secretary: Hunt Culver (via telecon)
K12/STEM: Pete Warren (via telecon)
Membership: Taylor Dacko
FIT Student: Matthew Levy

Vice Chair: Tristan Clouse
Treasurer: Bill Macdonald
YP Rep: Tony Mansk
Communications: Jennifer Holland

Matt Zuk called the meeting to order at 5:33 pm.

The October 16, 2013 meeting minutes were approved as amended.

The October Treasurer's report was received and accepted. Pete Warren agreed to cancel a check written to him for expenses incurred for the NASA Family Education Night which will be reflected in next month's Treasurer's report. Current balance is \$3807.46.

Old Business

- STEM Guest Lecturer Program – Pete Warren reported that he had recently presented to JFK Middle School students. His observations were that the standard presentation needed to be reformatted and slimmed for the Middle School audience and time constraints. He stated that he has received no feedback from the two presentations he has done and no new inquiries for the guest lecture program.
- Herbert Hoover Middle School Career Day – Matt Zuk, Tristan Clouse, and Jennifer Holland attended the Career Day on October 15, 2013. During the two-hour event they answered questions from students regarding the aerospace engineering career field and described the educator associate membership available to teachers. Tristan said she was expecting new members as a result of the activity.

New Business

- YP Social Fall Event – Tony Mansk reported the Fall Event has been rescheduled for December 17, 2013, at Fishlips at the Port. The event was delayed due to the US Federal government shutdown in October. The YP Social begins at 5:30 pm with Scott Colloredo, NASA/Director of Center Planning participating in an informal Q&A session.
- RAC Telecon -- Luke Robeson previously communicated with Matthew Zuk that he plans to attend the telecon scheduled for noon ET on November 22, 2013. Luke has generated and submitted the report to Al Lowery & Chris Jessee.

- **Holiday Meet & Greet** – The Meet & Greet will be held at the Melting Pot in Viera on December 10, 2013, from 5 to 7 pm. Reservations have been made for an inside room for approximately 20 people. Jennifer Holland has developed a flyer to be distributed to the membership. A discussion was held whether to hold a gift exchange or to bring a gift to donate to a local non-profit organization, and those who donate would get their name entered in a raffle. Matt stated he would provide the charity information to the rest of the planning committee for further discussion and a final decision.
- **Essay Writing Contest** – Information regarding the AIAA national essay writing contest was previously distributed to the Section council members; however, no feedback has reached Matthew Zuk. Since this is our first year to participate, entrants will need an AIAA or educator associate member as a sponsor. Educator associates could sponsor multiple entrants. The Section would need to use the SSTC question, “Write about an Experiment on International Space Station”. The Section would need to establish a committee and develop rules for judging. Matt agreed to chair the committee, and Jennifer volunteered to assist. The next steps are to determine the time period for the contest and to distribute the essential information to the membership to solicit entrants. Based upon a question from Bill Macdonald, the judges will come from the membership at large as well as members of the Section Executive Council.
- **Brevard County Science Fair Judging** – Science Fair organizers are beginning to make requests for judges. Typically Science Fairs begin in February. Bill Macdonald sent Matt Zuk the original e-mail solicitation on the 2014 Brevard Regional Science and Engineering Fairs. This year the events will be held on three consecutive Saturday’s – Brevard Mainland Fair (2/7/14 – 2/8/14) at Merritt Square Mall, the Brevard Intercoastal Fair (2/14/14 – 2/15/14) at Merritt Square Mall, and the Brevard South Fair (2/21/14 – 2/22/14) at Melbourne Square Mall. Judging volunteer solicitation recently went out to academia, professionals, and professional societies. This Section encourages members to judge for the AIAA award as well as a general category judge for the Science Fair. Matt Zuk suggested we include a request for judges in January newsletter to membership, and we can publish on the website earlier.
- **Congressional Visit Day (CVD)** – AIAA CVD is scheduled for March 12, 2014, this year. The deadline for submitting an application for expense reimbursement is December 31, 2013. Kevin Simmons, member at large, provided the information on Congressional Visit Day. There are limited reimbursement funds; therefore, one must apply to get reimbursement from the AIAA Executive Committee of the Public Policy Committee. Within this Section priority generally goes to section members who have not gone before or to Section member who are experienced in public policy. The reimbursement amount is \$500, which helps to defray partially the cost of air travel, lodging, and meals. Anyone interested in going should contact Matthew Zuk to obtain an application. More information about CVD can be gained from Dwayne Highland, Public Policy Director. Additional section members may attend CVD and may apply for additional reimbursement funds by applying for Category III funds which come out of Regional not from AIAA National.
- **Marketing Products** – Tristan Clouse reported that she is currently investigating new products and does not expect them to be too expensive.

- Outstanding Member Award- Matt Zuk summarized that although we do not have an honors/award council member, it is time to send out requests for outstanding member award to the membership. Matt will ask Dave Fleming, who has done this in the past, to determine if he is willing to serve in this capacity again. Otherwise the Executive Council will need to review nominations, establish a judging committee, and judge any nominations received from the membership at large.
- Category III Rebate Ideas - Matt Zuk opened the floor for open discussion and is soliciting ideas for new ideas to request Category III monies as funds for 'new events'. He requested we begin thinking of events – which can be a STEM event, YP, or other event that the Section has not previously executed. Tristan Clouse suggested we might consider helping Megan McDede with her Girl Scout project since we have agreed to assist her.
- Give A Ways – Because the Section gave away much of the remaining AIAA material at Hoover Middle School, Matt Zuk has requested new material. Chris Jessee will send the new material to his home address.
- Engineer's Week banquet - The banquet is planned for Thursday, February 20, 2014, during Engineering Week. AIAA has supported this event in the past, and we plan to assist again this year.

Committee Reports

Vice-Chair (Tristan): No additional input.

FIT Student Chapter: Matthew Levy, an FIT Student, reported that the FIT Chapter recently held a planning meeting and discussed several topics for the coming year. They are requesting a NASA JPL speaker to come and present to the students. Todd Barber was the name provided. The FIT chapter is also planning an ice cream social fundraiser on December 4, 2013. The student chapter is also in the process of creating a new logo. The current logo was designed in 1996 and was never formally approved by the university. Now the rules are more restrictive about using the FIT seal, emblem, and logos. Furthermore, any design must be approved by FIT Creative Services. The student chapter is beginning an outreach program geared toward elementary, middle, and high school students. They also are considering a Q&A session in March with current AIAA members in a panel discussion.

Young Professionals (Tony Mansk): No additional input.

CCTS Rep (Bill Macdonald): No additional input.

Membership (Taylor Dacko): During this month the Section roll decreased to 293 members although there was an increase in 8 educator associates raising that group to 62 and increase in eleven student members to 123 students. In November one new student and one prior member rejoined. Matthew Zuk explained that

Category I number is based on the membership count at the end of the AIAA fiscal year on May 31st.

Tristan Clouse asked if the discrepancy with zip codes has been corrected which inadvertently shifted Cape Canaveral members to adjacent Sections. Matt Zuk reminded everyone that we usually recognize new members and educator associates in the newsletters.

Secretary (Hunt Culver): No additional input.

Newsletter/Communication (Jennifer Holland): The most recent newsletter was sent on November 19, 2013. Jennifer commended the FIT Student Chapter for their news article, and she reported she was unsuccessful at getting a report from ERAU.

Pete Warren (education committee): Pete raised a new topic for a potential tour by AIAA members of the FIT physics and space science facilities. He recently attended dinner at FIT and was seated with the dean of physics. Dr. Rassuol mentioned that FIT may be able to provide opportunity for AIAA members to come tour their labs and to talk about physics/science labs. Pete and Matt Zuk agreed the Section needed to gauge interest, then approach FIT dean to pursue as an education opportunity.

Bill Macdonald (CCTS): Bill reiterated that next year's Space Congress will be on April 24, 2014, and possibly continuing half a day on April 25th. Jim Fenton, of the Florida Solar Energy Center, has agreed to host the event again. More details will be forthcoming. Event organizers are planning panel sessions with some speakers. Different from years past, the CCTS is targeting the predominant attendance to come from the thirty societies within the CCTS.

Lastly, from CCTS through Bill Allen; Roosevelt Middle School is conducting an internal Science Fair on December 4, 2013. Event organizers contacted CCTS requesting judges from the professional organizations.

The meeting adjourned at 6:49 pm.

The next meeting is Wednesday, December 18, 2013.