AIAA Northwest Florida Section

Council Meeting Minutes

**Date: 2018 September 10 (Monday)**

Time: 1110 - 1145

Location: Bamboo Sushi Bar & Hibachi Express
117 John Sims Parkway W, Niceville, FL 32578

Attendees: Chi Mai, Chairperson

 Angela Diggs, Secretary

 John Fay, Vice Chair & Regional STEM Chair

 Judith Sherrill, STEM Outreach Chair

Conducted by: Chi Mai, Chairperson

Minutes by: Angela Diggs, Secretary

# Officer Reports

## Chairperson

* **Officers**
	+ **Chi**: Talk to Matthew Clay about officer positions
	+ Judith accepted STEM Chair nomination
* **Meetings**
	+ **Chi**: Move October meeting to October 15
* **Panama City interest**
	+ **John**: After-action report of Panama City meeting
* **AIAA “Engage” website**
	+ Site is live. Ready to add content. Works on base.
	+ **Angela, Chi**: Start uploading items to AIAA Engage Site
	+ SharePoint site is now offline
* **AIAA Regional Leadership Conference**
	+ At AIAA SPACE, 19-20 September 2018, Hyatt Regency, Orlando
	+ Chi & Ryan attending
	+ **Ryan**: Collect receipts for reimbursement

## Vice Chairperson

* No actions

## Secretary

* Goal for draft newsletter is 15 November.
* Annual planning on hold until new award structure is announced at RLC.

## Treasurer

* **Checking account balance** as of August: $8,606.44
	+ **Section Funding**: >$4k
	+ **FLL Grant Funding**: $1421.08
* Cat III reimbursement ($250) received for Professional Society Mixer
* RLC travel stipend for Ryan ($500) received

## Program Chair

* **NAS Pensacola Blue Angels Homecoming Show** prohibits outside food and drink. Will pass on holding event in conjunction with air show.

## Technical Chair

* Lunch & Learn Speakers:
	+ Scott Morton – **Hypersonic Vehicle Simulation Institute** talk
	+ **Angela**: Ping Scott Morton again; Chi might see him at AIAA hypersonics conference held at AIAA SPACE

## Career Enhancement/Young Professional Chair

* **Joint professional society mixer** – focus of career mentoring
	+ October 18, 3-5pm
	+ Host at the 3rd Planet Brewery “Mothership” (new location)
	+ AIAA to pay for first drink for first 50 attendees (use tickets, coordinate with 3rd Planet)
	+ ASME, SWE, AFA (Hurlburt), SETP interested
		- **Angela**: Contact AFA Hurlburt & SWE with details, would they like to host additional drinks or snacks?
		- **Chi**: Contact SETP, would they provide a keynote speaker (General Dertien)?
		- **Ryan**: Contact ASME, would they provide a mentoring activity?
		- Will have a projector, each society could have a slide(s), 3-5 minutes
		- **Chi**: Make a flyer for Professional Society Mixer
		- **Mike**: Host a membership table
* Regional would like ideas for useful **short courses or career enhancement**
	+ **Judith**: What does Eglin Academy or RWU offer?
* Are we interested in a **trip to FSU** to see the magnet lab and aerospace labs?
	+ **Judith**: See if we can combine with AFRL Junior Force Council for a January/February trip.
* Greater Huntsville is hosting **Next Gen Technical Symposium**
	+ Formerly the Young Professional Symposium
	+ October 24-26 @ Springhill Suites by Marriott, Downtown Huntsville
	+ Abstracts due 17 September

## Membership Chair

* Membership Report
	+ Minimal changes to membership report
	+ **Mike**: Continue to ask email bounce-backs to update email address
	+ **Mike, Chi**: Review membership to look for members eligible for senior member status
	+ **Mike**: Call members who dropped or are about to drop

## Honors & Awards Chair

* **Mike, Chi:** Plan a local version of the junior and senior Engineer of the Year Award

# Pre-College Outreach Chair

* FIRST grant – wrapping up last grant funds
* **Angela**: Ask Rick and Lauren for pictures of summer events
* **Angela**: Ask Lauren for a high res picture of the trip to Kennedy Space Center
* **Judith**: Set up recurring monthly meeting with Rick, Lauren, and Angela to plan STEM events (lunch?)
* Idea from regional: Find FSU alum to mentor the FSU student branch
	+ Asked region/national to provide that information

# Fall Events Summary

* ??: Lunch & Learn with Dr. Scott Morton
* September: I LOVE Science restarts
* October: Professional Society Mixer

# Action Items

* **Chi**: Talk to Matthew Clay about officer positions
* **Chi**: Move October meeting to 10/15
* **John**: After-action report for meeting with Panama City members
* **Angela, Chi**: Start uploading items to AIAA Engage Site
* **Ryan**: Submit receipts for reimbursement from Regional Leadership Conference
* **Angela**: Ping Scott Morton again for hypersonic talk
* **Angela**: Contact AFA Hurlburt & SWE with details for mixer, would they like to host additional drinks or snacks?
* **Chi**: Contact SETP, would they provide a keynote speaker (General Dertien) for mixer?
* **Ryan**: Contact ASME, would they provide a mentoring activity for mixer?
* **Chi**: Make a flyer for Professional Society Mixer
* **Mike**: Host a membership table at mixer
* **Judith**: What does Eglin Academy or RWU offer in terms of short courses or career enhancement?
* **Judith**: See if we can combine with AFRL Junior Force Council for a January/February trip to FSU to see the National High Magnetic Field Laboratory and aerospace labs.
* **Mike**: Continue to ask email bounce-backs to update email address
* **Mike, Chi**: Review membership to look for members eligible for senior member status
* **Mike**: Call members who dropped or are about to drop
* **Mike, Chi:** Plan a local version of the junior and senior Engineer of the Year Award
* **Angela**: Ask Rick and Lauren for pictures of summer events
* **Angela**: Ask Lauren for a high res picture of the trip to Kennedy Space Center
* **Judith**: Set up recurring monthly meeting with Rick, Lauren, and Angela to plan STEM events (lunch?)