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?)