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| Meeting called by | Christie Pastor-Bars, AIAA N.O.S. Council Chair |
| Meeting Location | Building 5, Room 119 |
| Facilitator | Joe Connolly |
| Secretary | Jonathan Litt |
| attenDEES | Joe Connolly , Jonathan Litt, Al Juhasz, Zach Allen (CSU) Bill Marshall (by phone), Peggy Cornell (by phone), Christie Pastor-Barsi (by phone), David Irwin (YSU, by phone), Dan Londrico ( CSU by phone), Ivan Martin (by phone) |
| Guests |  |
| Approval Status | Draft for Council Review |

1. **Meeting called to order around 12:02 EST**

**Agenda**

* Welcome
* Send Litt bulleted status list for minutes
* Business
* Christie’s Notes
* Treasurer’s Report
* Distinguished Lectures (verbal update)
* Technical
* Public Policy (no new updates)
* Communications
* Membership (will report next month)
* Honors and Awards (no new updates)
* STEM K-12/Outreach (YAD status)
* YP (no new updates –brainstorming for next event)
* University (no new updates)
* Local Student Sections
  + CSU (No new updates)
  + YSU
* Next Meeting – TBD
* Adjourn
* Welcome
* Send Litt bulleted status list for minutes
  + Connolly moved, Pastor-Barsi seconded, approved
* Business
* Christie’s Notes
  + Got call from Allen Arrington last week about help for Region 3 student conference, there should be a formal request coming.
  + Promotional items showed up. Pastor-Barsi will reach out to people to distribute them.
  + Thanks to all for patience and understanding, Pastor-Barsi’s father in in the hospital and she is very distracted.
  + No update on potential new council position
* Treasurer’s Report (no new updates)
* Distinguished Lectures (verbal update)
  + Trying to work on more family friendly events. Family Day Cleveland Monsters game on May 15. Let Connolly know if interested. Maybe do a group buy of about 10 tickets at $20 each
  + GLSC Family day in fall was well attended, maybe try again in late February. Will work with Wong on a flier.
  + Distinguished Lectures
    - Working on a Space one Aero one and workforce one,
    - Working with Dr. Robert Winn to schedule a talk about aircraft in-flight breakup. A few dates were provided. This would be a reimbursed speaker. Cornell is enthusiastic about the topic
    - Alice Bowman is available starting mid-March to talk about mission to Pluto. Maybe shoot for end of March
    - Connolly wants to set up panel for February about Aerospace workforce. CSU dean was uncomfortable to participate because they do not have an Aero program, although Connolly emphasized that NASA hires all types of engineers. If it does not work out for February, will schedule it for after other lectures. Pastor-Barsi asked about contacts at Ohio State since they can be part of NOS
  + Connolly should get in touch with OAI to schedule dates for Distinguished lectures
* Technical
  + Can schedule for early March to avoid having too many too close together.
  + Juhasz can talk on nuclear thermal propulsion
  + All should send ideas to Juhasz for technical talks
  + Be aware of 2/27 conference on UAM at OSU
* Public Policy (no new updates)
  + CVD in March, public policy rep will be sponsored by company, will fulfil role this year, then roll off because of new position. Any suggestions for a new Public Policy person?
* Communications
  + Updated website to archive old information
  + Sent out newsletter
  + Wants to include results from YSU glider completion
  + Wants to advertise Technical lectures (Juhasz has to contact OAI to schedule)
* Membership (will report next month)
* Honors and Awards (no new updates)
* STEM K-12/Outreach (YAD status)
  + Science fairs coming up, get in touch with Kratz if you want to be judge
  + Will work with Wong on call for judges and with Eliason on award money
  + new initiative on middle school writing competition, will probably begin participating next year
* YP (no new updates –brainstorming for next event)
  + Had a social event at 100th Bomb Group, had five attendees, already reimbursed
  + Planning another event for the spring
* University (no new updates)
  + Region 3 conference coming up, need to be aware of dates to avoid conflicts
  + Akron section wants to set up a tour of GRC. Connolly advised based on has past experience. Allen suggested bringing CSU to get a larger group, if that helps raise the priority
* Local Student Sections
  + CSU (No new updates)
  + YSU
    - Were able to find prize money for event so no need for money from NOS this year. Had wanted $150, perhaps will ask again next year.
    - Connolly thinks that this is reasonable and Pastor-Barsi agrees, unanimous, so will still provide it for this year. YSU needs to contact Eliason and cc pastor Barsi and Connolly
    - Glider event will be held Saturday 2/1, same day as STEM open house for YSU. Should take pictures and videos.
* Next Meeting – TBD
* Adjourn

1. **Additional notes**
   * + none
2. **Next meeting: TBD**
3. **Adjourned about 12:45 pm**
4. **Synopsized Accomplishments Submitted by Area**

**Council Action Log:** (updates to past items, new items added)

* Kratz to confirm availability of NEOSEF and NWDSD Special Award prize money
* Kratz to request larger budget in future to accommodate AIAA middle schooler essay contest
* Pastor-Barsi will reach out to people to distribute promotional items
* Let Connolly know if interested in Cleveland Monsters game on 5/15
* Connolly work with Wong on a flier for another GLSC Family Day event
* Connolly should get in touch with OAI to schedule dates for Distinguished lectures
* All should send ideas to Juhasz for technical talks
* Pastor-Barsi seeking suggestions a new Public Policy chair
* Get in touch with Kratz to be a science fair judge
* Kratz will work with Wong on call for Science Fair judges and with Eliason on award money
* YSU needs to contact Eliason and cc Pastor-Barsi and Connolly to obtain Glider event prize money
* YSU should provide Wong pictures and videos of Glider event

| **No.** | **Assigned** | **Assigned to:** | **Action** | **Status** |
| --- | --- | --- | --- | --- |
| 2020.01-01 | 1/24/20  [Jan mtg] | Kratz | Confirm availability of NEOSEF and NWDSD Special Award prize money | **Ongoing** |
| 2020.01-02 | 1/24/20  [Jan mtg] | Kratz | Request larger budget in future to accommodate AIAA middle schooler essay contest | **Ongoing** |
| 2020.01-03 | 1/24/20  [Jan mtg] | Pastor-Barsi | Reach out to people to distribute promotional items | **Ongoing** |
| 2020.01-04 | 1/24/20  [Jan mtg] | All | Let Connolly know if interested in Cleveland Monsters game on 5/15 | **Ongoing** |
| 2020.01-05 | 1/24/20  [Jan mtg] | Connolly and Wong | Work on a flier for another GLSC Family Day event | **Ongoing** |
| 2020.01-06 | 1/24/20  [Jan mtg] | Connolly | Get in touch with OAI to schedule dates for Distinguished lectures | **Ongoing** |
| 2020.01-07 | 1/24/20  [Jan mtg] | All | Send ideas to Juhasz for technical talks | **Ongoing** |
| 2020.01-08 | 1/24/20  [Jan mtg] | All | Give Pastor-Barsi suggestions a new Public Policy chair | **Ongoing** |
| 2020.01-09 | 1/24/20  [Jan mtg] | All | Get in touch with Kratz to be a science fair judge | **Ongoing** |
| 2020.01-10 | 1/24/20  [Jan mtg] | Kratz | Work with Wong on call for Science Fair judges and with Eliason on award money | **Ongoing** |
| 2020.01-11 | 1/24/20  [Jan mtg] | YSU (Irwin?) | Needs to contact Eliason and cc Pastor-Barsi and Connolly to obtain Glider event prize money | **Ongoing** |
| 2020.01-12 | 1/24/20  [Jan mtg] | YSU (Irwin?) | Should provide Wong pictures and videos of Glider event | **Ongoing** |
| 2019.11-01 | 11/25/19  [Nov mtg] | All | Renew AIAA membership | **Ongoing** |
| 2019.11-02 | 10/17/19  [Nov mtg] | Kratz | Check with Executive Committee on whether YSU chapter can get NOS funding for prize money | **Complete** |
| 2019.10-03 | 10/17/19  [Oct mtg] | Wong | Check with Gilland about privacy of event in EventBrite | **Ongoing** |
| 2019.10-04 | 10/17/19  [Oct mtg] | Pastor-Barsi | Will try to think of Aero topics for Technical Talks | **Ongoing** |
| 2019.10-05 | 10/17/19  [Oct mtg] | Wong | Will send out invitation for Livestream test | **Ongoing** |
| 2019.10-06 | 10/17/19  [Oct mtg] | Wong | Get newsletter out by end of month | **Complete** |
| 2019.10-07 | 10/17/19  [Oct mtg] | Tesny | Look how far NOS extends since Columbus section disbanded | **Ongoing** |
| 2019.10-08 | 10/17/19  [Oct mtg] | Pastor-Barsi | Forward Martin’s e-mail about promotional material to Tesny | **Ongoing** |
| 2019.09-02 | 9/25/19  [Sep mtg] | Pastor-Barsi | Write an article by early next week on new council position | **Ongoing** |
| 2019.09-03 | 9/25/19  [Sep mtg] | Marshall | Put in newsletter that he wants help with Honors and Awards | **Ongoing** |
| 2019.09-07 | 9/25/19  [Sep mtg] | Eliason | Will order new checks | **Ongoing** |
| 2019.09-08 | 9/25/19  [Sep mtg] | Connolly | Will start reaching out to Inclusion in Aerospace panelists | **Ongoing** |
| 2019.09-09 | 9/25/19  [Sep mtg] | Pastor-Barsi | Will provide Eventbrite login information | **Ongoing** |
| 2019.09-11 | 9/25/19  [Sep mtg] | Connolly | Will send a Google calendar link to Wong for posting | **Ongoing** |
| 2019.09-12 | 9/25/19  [Sep mtg] | Wong | Will set up a time and link for a streaming beta test for presentations | **Ongoing** |
| 2019.09-13 | 9/25/19  [Sep mtg] | Wong | Will reach out to Toledo about streaming after beta test completed | **Ongoing** |
| 2019.09-15 | 9/25/19  [Sep mtg] | All | Consider nominating colleagues for awards | **Ongoing** |
| 2019.08-01 | 8/15/19  [Aug mtg] | Pastor-Barsi | Start a Google Doc for people to post suggestions | **Ongoing** |
| 2019.08-05 | 8/15/19  [Aug mtg] | Connolly | Follow up on speaker from Ohio U that NASA is bringing in as a potential Technical Lecturer | **Complete** |
| 2019.08-06 | 8/15/19  [Aug mtg] | Pastor-Barsi | Reach out to Gilland to set up meetings with congressional delegates through OAI | **Ongoing** |
| 2019.08-08 | 8/15/19  [Aug mtg] | Pastor-Barsi | Discuss with Wong having a Chair’s Corner Column in newsletter | **Ongoing** |
| 2019.07-04 | 7/18/19  [Jul mtg] | All | Send ideas for Technical Talks to Juhasz | **Ongoing** |
| 2019.07-05 | 7/18/19  [Jul mtg] | All | Interested people (OAI especially, not civil servants) should reach out to Canacci about involvement in Public Policy | **Ongoing** |
| 2019.07-08 | 7/18/19  [Jul mtg] | All | Engage e-mail notifications should be turned on by Council members | **Ongoing** |
| 2019.07-12 | 7/18/19  [Jul mtg] | Hensley | Follow up with outreach to local university chapters | **Ongoing** |
| 2019.07-14 | 7/18/19  [Jul mtg] | Hensley | Check is there is a University of Toledo AAIA Student Chapter | **Ongoing** |
| 2019.06-04 | 6/25/19  [Jun mtg] | Connolly | Follow up with someone from HQ for a tutorial on how to use Engage for calendar invites | **Ongoing** |
| 2019.06-08 | 6/25/19  [Jun mtg] | All | Check if AIAA site takes a cut for hosting on-line payments | **Ongoing** |
| 2019.06-09 | 6/25/19  [Jun mtg] | All | Let Wong know if you volunteer to help post on various social media | **Ongoing** |
| 2019.04-02 | 4/22/19  [Apr mtg] | Canacci and Kratz | Invite Representatives to public events such as YAD | **Ongoing** |
| 2019.02-04 | 2/26/19  [Feb mtg] | Tesny | Advertise E-Membership on Today@Glenn | **Ongoing** |
| 2019.02-05 | 2/26/19  [Feb mtg] | Tesny | Send out dates for Associate Fellow upgrade through Listserv | **Ongoing** |
| 2018.11-09 | 11/20/18  [Nov mtg] | Connolly | Investigate having an AIAA outing to a Lake Erie Monsters game | **Complete** |
| 2018.11-10 | 11/20/18  [Nov mtg] | Pastor-Barsi | Investigate how to do an on-line survey and follow up raffle drawing | **Ongoing** |
| 2018.09-01 | 09/27/18  [Sep mtg] | Eliason | Follow up IEEE YP lead about potential joint event | **Ongoing** |
| 2018.09-02 | 09/27/18  [Sep mtg] | Eliason | Forward relevant AIAA events to advertise in CTSC newsletter | **Ongoing** |
| 2018.05-10 | 05/30/18  [May mtg] | Wong | Evaluate switching to Engage or keep the website we have | **Ongoing** |
| 2018.04-01 | 04/13/18  [Apr mtg] | Eliason | Include information on items not in statement for monthly meetings | **Ongoing** |
| 2018.04-14 | 04/13/18  [Apr mtg] | Tokars | Forward e-mail about how Section can pay for memberships to Tesny | **Ongoing** |
| 2018.04-15 | 04/13/18  [Apr mtg] | Tesny | Run a membership survey | **Ongoing** |
| 2018.04-18 | 04/13/18  [Apr mtg] | All | Please check location of meeting each month, since it moves around | **Ongoing** |
| 2018.03-01 | 03/20/18  [Mar mtg] | Eliason | Send a monthly email with budget updates | **Ongoing** |
| 2018.03-08 | 03/20/18  [Mar mtg] | Cornell | Provide an “about” section for website | **Ongoing** |
| 2018.03-09 | 03/20/18  [Mar mtg] | All | E-mail upcoming events Wong and Psaras for posting in “events” section of website | **Ongoing** |
| 2018.02-11 | 02/20/18  [Feb mtg] | Cornell and Pastor-Barsi | Discuss how to develop a chart on web presence for Council meetings | **Ongoing** |
| 2016.03-01 | 3/22/16  [Mar mtg] | All | Review the status of assigned action items and report the status to Litt | **Ongoing** |