AIAA Northwest Florida Section

Council Meeting Minutes

**Date: 2018 August 13 (Monday)**

Time: 1120 - 1230

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

Attendees: Chi Mai, Chairperson

 Angela Diggs, Secretary

 Kevin Diggs, Treasurer
 John Fay, Vice Chair & Regional STEM Chair

 Ryan Sherrill, Career Enhancement & Young Professional

Conducted by: Chi Mai, Chairperson

Minutes by: Angela Diggs, Secretary

# Officer Reports

## Chairperson

* **Officers**
	+ **Chi**: Talk to Matthew Clay and Eugen Toma about officer positions
* **Meetings**
	+ **Chi**: Move meetings to start at 1100
* **Panama City interest**
	+ **John**: Set up an event with Panama City folks at the end of August
* **AIAA “Engage” website**
	+ Site is live. Ready to add content
	+ **Chi**: Check base access
	+ **Chi**: Test Engage event with officers
	+ **Angela & Chi**: Start uploading items in August
* **AIAA Regional Leadership Conference**
	+ At AIAA Space, 19-20 September 2018, Hyatt Regency, Orlando
	+ Will receive $500 travel stipend from AIAA HQ
	+ **Ryan**: Collect receipts for reimbursement
* **ASME Point of Contact**
	+ Janet Wolfson is acting chair of ASME

## Vice Chairperson

* No actions

## Secretary

* Goal for draft newsletter is 15 November.
* **Angela & Chi**: Review annual reports to identify section plans for coming year.

## Treasurer

* **Checking account balance** as of July: $8,606.44
	+ **Section Funding**: $3,383.56
	+ **FLL Grant Funding**: $5,222.88
* Cat III reimbursement requested for Professional Society Mixer

## Program Chair

* **Distinguished Lecture -** Mark Lewis, former USAF Chief Scientist & UMD Professor
	+ Hypersonic Flight: Progress and Challenges on the Way to High Mach Systems
		- Event went well, 90+ attendees, small lunch with Dr. Lewis
		- Numerous requests for slides and/or recording
		- **Chi**: Write after action report
		- **Angela**: Send full-sized pictures to Chi
* James Hansen
	+ Engineering Ethics: Challenger
	+ Event went well, good turnout due to AFRL Scholars and summer camp
	+ **Ryan**: Write after action report
* **Legislative talk** – contact Matt Gaetz and request an “Open Gaetz” day with a focus on defense
	+ Gaetz’s office has not responded to Chi’s inquiry

## Technical Chair

* none

## Career Enhancement/Young Professional Chair

* Lunch & Learn Speakers:
	+ Scott Morton – August hypersonics talk
	+ **Angela**: Ping Scott Morton again
* Idea: Joint professional society mixer – focus of career mentoring
	+ Host at the 3rd planet brewery
	+ AIAA to pay for first drink (use tickets, coordinate with 3rd Planet)
	+ ASME, SWE, AFA (Hurlburt) interested

## 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 folks eligible for senior member status
* **Eugen**: Consider attending the Technology Coast Manufacturing and Engineering Network (TeCMEN) Industry Day to talk to local aerospace companies
	+ 23 August at Emerald Coast Conference Center
	+ Objective: establish relationships to understand if mutual support is beneficial

## Honors & Awards Chair

* Meeting planned for 8/16 to plan events
* Engineer of the Year award at national level with region and section nominations
	+ Chi asked for region-level criteria from Region director and honors & awards deputy director but did not get a reply
	+ **Chi:** Follow up with Kurt Polzin and Chris Kubareck

# Pre-College Outreach Chair

* FIRST grant – wrapping up last grant funds
* **Angela**: Ask Rick and Lauren for pictures of summer events
* **Angela**: Send Chi kindergarten lessons
* I LOVE Science outreach restarting August
* Request from Lauren Bierman to support Title I & rural student trip to Kennedy Space Center APPROVED.
	+ **Kevin**: Write a check for $100 to support student trip to Kennedy Space Center

# Summer Events Summary

* August: Lunch & Learn with Dr. Scott Morton
* September: I LOVE Science restarts
* October: Professional Society mixer
* November: Blue Angels Homecoming Air Show (possible social event?)

# Action Items

* **Chi**: Talk to Matthew Clay and Eugen Toma about officer positions
* **Chi**: Move meetings to start at 1100
* **John**: Set up an event with Panama City folks
* **Chi**: Check base access for AIAA Engage Site
* **Chi**: Test Engage event with officers
* **Ryan**: Collect receipts for reimbursement from Regional Leadership Conference
* **Angela, Chi**: Start uploading items to AIAA Engage Site
* **Angela, Chi**: Review annual reports to identify section plans for coming year
* **Chi**: Write after action report for Distinguished Lecture event with Dr. Lewis
* **Ryan**: Write after action report for Dr. Hansen talk
* **Angela**: Send full-sized pictures of Distinguished Lecture event to Chi
* **Angela**: Ping Scott Morton again for hypersonic talk in August
* **Mike**: Continue to ask email bounce-backs to update email address
* **Mike, Chi**: Review membership to look for folks eligible for senior member status
* **Eugen**: Consider attending the Technology Coast Manufacturing and Engineering Network (TeCMEN) Industry Day to talk to local aerospace companies
* **Chi:** Follow up with Kurt Polzin and Chris Kubareck (region deputy director for honors & awards) on region-level criteria for Engineer of the Year Award
* **Angela**: Ask Rick and Lauren for pictures of summer events
* **Angela**: Send Chi kindergarten lessons
* **Kevin**: Write a check for $100 to support student trip to Kennedy Space Center
* **John**: After action report for Tours of Armament Museum on 6/21 and 6/28 (pictures?)
* **John**: After action report for Talk at Heritage Museum on 6/22 (pictures)