| MINUTES                                      |
| OF                                           |
| PROCEEDINGS                                  |
| OF THE                                      |
| COUNCIL                                     |

**PHOENIX SECTION**

**BEGUN AND HELD**

*Via Teleconference*

**March 9, 2022**
The regular monthly assembly of the Council for the Phoenix section of the American Institute of Aeronautics and Astronautics (AIAA) was held on March 9, 2022 at 7:00 PM. Conformably to the Bylaws of Phoenix AIAA, via teleconference (Zoom).

All Those Present:

Scott Fouse, Chair
Aiden Bramer, Vice Chair
Garrick Williams, Treasurer
Rick Kale, Secretary
Mustafa Demir, Public Policy Chair
Mike Mackowski, Section Member
Brian Lester, Section Member
March 9, 2022, Scott, Chair of the Council took his seat. 
On motion by the chair, the start of the regular meeting of the Council was 7:00 PM.

**Review/Acceptance of last month’s minutes**
N/A – Secretary did not finish preparing the official Minutes report. Revisit at next meeting.

**Reports:**
- **Treasury Report**
  - Bank account: approx. $17,100
  - Have not spent anything since last meeting
  - Mike suggested that we check the Bylaws on how we can spend money / apportion funds
    - Sometimes we get requests from people
    - Need a process where people can apply for funding for a grant or something. We then can review it and meet criteria and then provide some money out to that type of request. Need to ensure it is a fair process. Can't let it look like we are rewarding "friends".
    - Should be something that can lead to something sustainable too.
    - <<Make this an agenda item for the next council meeting>>

- **Event - Next Week - March 16th**
  - Catering
    - Red White and Brew
    - Aiden submitted for 32 people
  - Buffet style (would include plates/utensils) - approx. $909
    - Minimum order is for 30 people
    - Set up/tear down by the restaurant people; no server
  - Al-a-carte party tray -- would be about $500
    - Need to purchase plates/utensils
    - Need to provide drinks
    - Need to set everything up
    - About the same food options
    - Does not appear to be a minimum order
  - Aiden--do we want to spend the extra money to ensure the food service is good?
    - Scott thinks it might be a good idea, since it is the first face-to-face
    - Motion to approve the buffet style food order: passed
  - Currently there are 17 people registered via the Google Form
    - Aiden mentioned it at his staff meeting at work, may get more
  - Garrick recommended that in the past we get a small speaker gift
    - All agreed that it is a good idea.
    - Garrick asked for any ideas if we have one in the next day or two and he will order/get it.
    - Garrick said that he has had items made before
      - Laser etched aluminum water bottle with our section logo?

- **Officer Election - Mike**
  - Had a good response for the campaign to recruit people
  - Had 3 candidates for 2 positions
  - Patrick Jordan, Annette, and Salar for At Large Member
    - Although, Annette said she would withdraw from this election
    - We do still have open positions that are non-elected officers

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AIAA Phoenix Section Minutes – March 9, 2022
• Election Slate:
  o Scott – Chair
  o Aiden – Vice Chair
  o Rick – Treasurer
  o Brian – Secretary
  o Patrick – At Large
  o Salar – At Large

• Send the ballot out via e-mail. Going to do a Google Forms link and a statement to say that if the link does not work, you can reply to the e-mail.
  o Send out by March 15th
  o Request returned by 20 days after the e-mail being sent. (per the Bylaws)
  o Office actually starts June 1st
• Mike will draft the note to be sent out. Rick will send it out.

• Event - April 15th - Embry-Riddle
  • Have not had recent correspondence with Dr. Madler, Dr. Lanning
    o Aiden will follow up
  • Not 100% sure about the date at the moment. Thinking it will still work, but it may be a busy day.
  • Visit with the DBF team, tour of the campus, lunch
  • Never received confirmation about lead time for a headcount of people attending
  • No agenda yet at this time
    o It seems that events at the school would be Friday afternoon; probably lunch on campus
    o If no agenda for the evening, the AIAA Phoenix group could have an informal dinner together.
  • In the announcement … have a registration option if you are interested in carpooling (Do you want a ride? Can you drive? How many people can you carry?)

• Event - May - No ideas yet
  • Concept that Eric was going to put together has fallen through (person had left the company)
  • Thinking of an in-person event
  • Bill Royce -- retired Boeing Commercial Airliners test pilot -- lives here in AZ
  • Grant Anderson -- Paragon (based in Tucson) -- just won a $100 million sub-contract to Northrup Grumman; Mustafa had seen a presentation from him, said his presentation was understandable
  • Werner Dahm -- ASU professor -- was previously the Chief Scientist of the USAF
  • Steve Patel -- he responded to Scott about the March 15th meeting (can't make it); professor at University of Michigan; has a small LLC; recently presented something about a Small SAT project
  • Scott will reach out to Werner first, then option 2 will be Grant

• Event - Taking Flight
  • April 9th -- mostly an all-day event (10am-8pm)
    o Could do 4 2-hour shifts. About 2 people per shift. Minimum need 8 people to sign up.
  • Promote it at next week's meeting
    o Will have a paper sign-up sheet
  • Then follow up with an e-mail looking for volunteers to help staff our "booth"
  • We will have a "booth" … just need information about AIAA STEM; probably our tabletop activities.
    o Mike will ask if AIAA National has any type of handout for high school STEM
    o Rick found some old bookmarks that he has
- Not sure what time we need to be there to setup/teardown yet.

- **Congressional Visit Day**
  - Second training tomorrow (3/10 10am, via Zoom)
  - Actual event is next week.
  - Mustafa will be working on helping to set up meetings with representatives
  - Annette is registered to attend and will sit in on the meetings too

**Review of Action Items:**
- **Adjourn**
  - Scott motion to adjourn. Aiden seconds the motion. Motion passed unanimously at 8:25 PM.