

AIAA LA-LV Section Council Meeting Minutes

AIAA LA-LV Section Council Meeting August 8, 2023, 6:00 PM PDT

– Hybrid Conducted

Meeting Location: Lawndale Library/ WebEx

Attendance: **X** – Absent; **A** -Attended; **V**-Vacancy

	Council Member, Council Position	Attendance
1	Dr. Ken Lui, Section Chair	A
2	Lynn Jenson, Treasurer	A
3	Courtney Best, Secretary	X
4	Dr. Seth Potter, Ambassador	A
5	Marty Waldman, Las Vegas Chapter Chair	X
6	Sherry Stukes, Membership Chair	A
7	Ian Clavio, Education Chair	A
8	Arpine Ovsepyan, STEAM K-12 Outreach	X
9	Daniel Scalese, Public Policy Chair	X
10	Jeremy Robins, Career and Workforce Development Chair	X
11	Luis Cuevas, Young Professionals Chair	A
12	Gary Moir, Technical Chair	A
13	Dr. Ken Lui, Events and Program Chair/Newsletter Editor	A

ADDITIONAL GUEST- Eunice Lee (Blue Origin)

6:10 PM- Meeting Called to Order by Dr. Ken Lui, Section Chair

- o Each council member is welcome to briefly introduce oneself during reporting, when the new attendee(s) join the meeting.

6:10 PM- Secretary- (Courtney Best (Absent), Dr. Ken Lui on behalf or her)

- o Courtney is still out of town on her company's assignment till the end of summer.
- o The meeting minutes for the April 11, May 9, June 13, and July 11 council meetings were compiled by Ken. They were emailed to the Council for review on August 3. It might be too short to approve them in this Council Meeting. Therefore, Ken mentioned we will keep reviewing them till the next council meeting in September and approve those (and maybe also for today's minutes.)
- o Gary caught an error for the minutes for the July council meeting. Kate Oblander is with UCLA Student Branch, not CSULB. Ken indicated it would be corrected right away. He also

reminded the council members that attending 7 times or more in the 12 council meetings in the year would be qualified for getting a free dinner ticket for the Section's Annual Awards Dinner in May 2024.

6:13 PM Section Guest self-introduction, and the existing Council Members' self-introductions:

- Eunice Lee made the self-introduction. She is currently working as a contamination control engineer with the Blue Origin. She used to work with Aerojet-Rocketdyne and Northrop Grumman.
- Gary and Ian did the self-introductions as well.

6:23 PM Section Chair Updates (Dr. Ken Lui):

- Ken Lui displayed Agenda.
- Ken explained it's like re-orientation. It's very important for people to understand what AIAA is. It's better to understand / learn more than doing a lot of things that might impact negatively. Even if not doing much, one can get trained / better equipped, and more familiar with AIAA, for further LA-LV Section volunteering, or maybe later with Regional or National activities.
 - Non-profit/non-biased
 - Advertisement vs participation
 - paid-donation ads space/page in newsletters.
- Ken congratulated and thanked the Council for winning several HQ Section Awards. So, in addition to the annual CAT I fund (cut by 90% since last year due to HQ finance issues, until at least 2027), we will get some CAT II fund for those awards. Great job(s) and well done!
 - We will look into the possibility of an Awards Lunch, like last year, if within budget.
 - HQ Section Awards for 2022-2023
 - Outstanding Section, First Place
 - Outstanding Activity, First Place Tie
 - Communications Award, First Place, Kenneth Lui
 - Membership Award, Second Place, Sherry Stukes
 - Public Policy Award, First Place Tie. Kenneth Lui, Roz Lowe
 - Section-Student Branch Partnership Award, Third Place Tie, Luis Cuevas
 - STEM K-12 Award, Third Place, Arpie Ovsepyan
 - Young Professionals Award, Second Place, Courtney Best
- Ken briefly showed the bylaws, brief introduction of AIAA and the LA-LV Section, and the responsible areas of the LA-LV Section, as well as what the area and section affiliation mean.
- The activities/tasks categories were shown in a chess-board diagram.
- Ken showed the people in the Section Council and the 4 Student Branches.
- Ken showed the timeline for the upcoming Section activities, like tax filing etc.
- 2023 July Newsletter was ready with the notice sent on July 31, with a cover page of C-5 transporter aircraft, featuring the Section Space radiation/environment meeting on July 15, the Aerospace Summer Games on July 22, and the Geoengineer meeting on August 5, etc.
- Budgets: In savings mode due to reduction for Section rebates down to 10% (90% cut) since last year, till at least 2027.

- Annual Report (May 31) and Audit-Budget (mid-June)
 - 0 budget / Explored more economy meeting places.
- CAT I fund is based on the number of AIAA members affiliated with the LA-LV Section, mostly by their AIAA My AIAA in the Profile Primary Address, work, home, or other address. If nearby, temporary trip/assignment, or other special reason, it could be adjusted with special request. A member cannot serve as a council member in more than 1 section council, as stated in the AIAA by-laws. This is another reason keeping / growing membership is a very important aspect of our activities / roles. Last year we received \$700-\$800 for CAT I fund from HQ.
- CAT II fund is from the Section Award(s). Last year we won several awards from AIAA HQ, and we received around \$2,000 from HQ last year. This is another reason our activities matter.
- Section Address (saved \$230 / year)
 - 2629 Manhattan Ave #1020, Hermosa Beach, CA 90254
 - It's Ken's "virtual address". No mail will be mailed there. All online.
 - Ken will move out of this "virtual address" when Section finance is ok.
 - PO Box closed. It is \$230 / yr. Big saving.
 - Ken will move out of this mailbox when the Section finance picks up and the Section will take the financial responsibility for it (\$99/ye)
 - Dr. Jeff Puschell suggested that we change all bank statements etc. to online only, which we did, and no more bank mails. No physical mail is expected.
 - Seth made some comments about the NSS local chapter mailbox. Ken indicated it's the same thing, but cheaper than the NSS local chapter got.
- Section Storage Unit (saved \$948 / year)
 - The rate will increase to \$79 / mo after July 31. It hiked from \$57, to \$62....
 - The previous storage unit was \$150 / mo at the end of 2019. Moved out 2019, saved ~\$100 / mo at that time. Have been doing the best to save.
 - Will save \$79x12=\$948 for 1 year. Ken will move the essential items to his place, and the storage unit will be closed. Discussed with Lynn and Jeff. Jeff asked to clean up and throw unnecessary items. Several (10-14) boxes of archives from the previous storage place. Jeff and Ken will review and see if throw or keep.
- (Lynn) Higher CD Rates (add ~\$5,300 in 2025 Feb.)
 - To mature in 2025 Feb.
 - Interests ~\$5,300 (till then) (not accessible in the meanwhile)
 - Occasional monitoring for monthly interests.
- More efforts were made to get more economic nice meeting rooms/spaces. See the Events/Program report.
- AIAA ASCEND Section Table (ASCEND this year will be in Las Vegas, NV, Oct. 25-28)
 - The Section is provided by HQ with a free simple table for exhibition.
- Assistance for each of the Officer's functions
 - For example, Ken helped Arpie to coordinate K-12 STEAM Educators meetings. Ken happened to meet the former Mayor of the City of Hawthorne, hopefully to be able

to connect to the K-12 schools in Hawthorne finally after some previous (in-vain) efforts.

- Discussion Groups: Added the one for the Geoengineering.

6:33 PM- Ambassador Updates (Dr. Seth Potter)

- Brief self-introduction.
- NSS ISDC 2024 will be in LA in the Sheraton Gateway. This year it is in Dallas, TX. The local chapter (OASIS) meeting will probably be on September 9. Joining National NSS membership is separate from the local NSS chapter membership.
- A-MAN, Inc.: (Non-profit STEM Education for minority) No new updates. NSS might hold meeting at A-MAN facility. Seth introduced the founders Hal and Betty Walkers.
- Aerospace Legacy Foundation Updates
 - Will have an office there in the Downey Columbia Memorial Space Center
 - Next September 9 board meeting
 - No further updates since last time

6:39 PM- Treasurer Updates (Lynn Jenson):

- Brief self-introduction. 50th Wedding Anniversary! Congratulations, Lynn!
- In July we had the major annual one-time expense for Constant Contact, which is very important. Other than that, the expenses were minimum with decent incomes for events/program.
- Thanks for Ken and the approach to save and still do good activities and the high-quality newsletters.
- Total balance = \$87,068.23 (as of 8.7.2023) (compared to \$88,187.61 on 7.10.2023)
- CD matured July 10, moved to a new CD with higher interest rate, to mature in 2025 February, with interest approx. \$5,300 in 2025 February.
- The membership affects the CAT I fund.
- HQ Section Awards affect the CAT II fund.
- Ken thanked Lynn for professionally made charts and help with newsletters and other issues.

6:45 PM- Membership Updates (Sherry):

- Sherry indicated the data for the membership has not been released from HQ. Therefore, there are no membership charts today. It will probably be ready next week.
- Sherry and Gary indicated Eunice could help with membership or Technical. Ken encouraged those 2 or other area Eunice might be interested in.
- (Updated notes on August 11 from Sherry) As of 31 July 2023, Professional Membership numbers increased by 2 in July in LA-LV Section. Los Angeles gained 1, Las Vegas also gained 1. Students-University: LA lost 2, Las Vegas lost 4. Students-High School: LA lost 1, Las Vegas gained 2. Total 995:
 - Professional membership: 726
 - Student: 216 (Combined)
 - Educators: 53

- We lost roughly 100 Educator members. AIAA HQ confirmed recently it was due their action in 2022 to ask Educators to respond or to be removed, citing some inactivity. From 2022, annual renewal is still required even for free membership. We will keep reminding them.
- HQ lost membership around 3.9% last year, LA-LV Section 3.3%. No anomaly. The drop was mostly due to the database cleanup mentioned above.
- Sherry indicated HQ might have some “voodoo” accounting and the membership numbers didn’t match.
- Ken indicated he would keep bringing new interested people and get them engaged and volunteer/help for the Council.
- Ken indicated Sherry’s efforts paid off. On August 5, we had 3 attendees just joined / renewed the membership. And one attended because it was close to his home in Culver City. Occasional rotation of the locations for Section activities might help, with the focus on the South Bay.
- Sherry asked Ken to clarify the boundaries of the sections and asked about the issues with members in other nearby sections. Ken explained from what was learned from HQ:
 - If a member is nearby the LA-LV Section, just unfortunately outside the zip codes (shown in bylaws and Section Chair’s charts), this member can request HQ to manual assign him or her to the Section. However, we don’t want to aggressively recruit in/from other sections. Politically correct way: first mention there are local section activities. If the member really prefers and insists, he or she is welcome to ask HQ to make the arrangements.
 - According to bylaws, a member of AIAA can only serve on the council/board of 1 section. One can’t be on the councils of 2 or more sections. He or she needs to decide and adjust the section affiliation to be eligible for being on the council of a section.
 - For smaller sections like Antelope Valley Section, or the foster section like Las Vegas Chapter, they need members. Unless this member really insists, we don’t want to grab members from other sections. However, for just attending or occasional volunteering, it’s not a problem. It’s better to understand the interests of this potential member.
 - For temporary travel or work assignment, even if it’s far away, it’s ok to keep the section affiliation for a short period of time.
 - Regularly, the assignment of the section affiliation by the Primary Address in the My AIAA Profile after logging into aiaa.org. One can use the work or home address, or other related address. Under special circumstances (like explained above), one can request HQ to be manually assigned to a nearby section. But we should limit this as other sections would be doing the same thing to us if we push too hard and recruit aggressively in other sections. Activities like recognition for membership advancement would be based on the section affiliation. We could only recognize members affiliated with the LA-LV Section as designated by the bylaws and HQ.
 - LA-LV Section is blessed with a large area. Each time we did the outreach to a local school, we had at least 4-5 students sign up for membership, including the Awardee students in May Awards Dinner. The July 22 outreach to the Aerospace Summer Games 2023, though, mostly helped HQ and other sections, as most of the people

there were from other states or cities. But they might come back to work and live in this area.

7:07 PM- Young Professionals Updates (Luis Cuevas)

- Luis did a brief self-introduction and showed the photos of it.
- Luis reviewed the Section tent/booth/outreach in the Aerospace Summer Games 2023 on July 22 (Saturday). Ken indicated the attendee he met during the Section's August 5 event, who indicated just joined / renewed, used the 50% Young Professional discount. Good news.
- He is trying to put some event to connect young professionals with experienced professionals. He asked Ken to help spread the words when it's ready for various companies.

7:14 PM- University / Collegiate Chair Updates (Ian Clavio):

- Ian made a brief self-introduction.
- Ian reported the experiences on his part for the Aerospace Summer Games 2023 on July 22, especially on the part of the connecting with the student / intern visitors, many of whom were with some AIAA University Student Branches from other states / cities.
- He reported in advance that he had been connecting to the CSULB and UCLA Student Branches. But USC and UNLV remained silent. He asked Luis for help in getting the contact in UNLV Student Branch. Luis said he would check with UNLV folks. Ken is helping for the USC Student Branch. Ken indicated the importance of occasional checking on the student branches' activities without spending too much time, which could be of very high impact.

7:28 PM- Technical Chair Updates (Gary Moir):

- Gary talked about the July 12 Aero Alumni Meeting, as well as the one for the next day on August 9.
- Gary indicated that it was a good idea Ken investigated alternative meeting places for Aero Alumni Meetings, as the Olive Garden restaurant got busier and noisier as well. He will check with the aero alumni attendees and see what they would like to do. Next month it will be back at the Willowbrooke Library, and he would like to be there in person and look. It was held in July, but Gary was not in town and attended online. Ken mentioned the September Aero Alumni Meeting will be there, and then in October it will be in the A C Bilbrew Library, and in November back to the Willowbrooke Library.
- Gary suggested it would be good to check the demographics of the zip codes of the attendees to find a centralized location for the Aero Alumni Meetings. The Lawndale Library could be a good location with the nice technology there. However, it only opens after 12 PM on Wednesday. Thursdays and Fridays it opens at 10 AM (Pacific Time).

7:45 PM- Events and Program Chair Updates (Dr. Ken Lui, Acting):

- Events/Program functions in bylaws and distinctions were shown again to clarify. (Coordination and logistics)
- Some of the events were reported as summary but also for some of the officers/chairs absent today. Chess-board categorization chart for bylaw-defined activities in 2022-2023, as an attempt to follow the bylaws and avoid conflicts, to ensure smooth, positive, and happy experiences and operations with successes and efficiencies.

- (July 15) Spacecraft Environment Effects and Mitigation Methods, #1, with Dr. Henry B. Garrett
 - <https://www.aiaa-lalv.org/blogs/2023-blogs/2023-july/2023-july-15>
 - This lecture/event got quite some attention. The speaker, Mr. Steve Sterk on July 29 was impressed and felt quite interested.
 - Initially it was intended for Gary to lead this event, but Gary was out of town.
- (July 22) AIAA LA-LV Section Outreach Pop-up Tent and Booth in Aerospace Summer Games 2023
 - <https://www.aiaa-lalv.org/blogs/2023-blogs/2023-july/2023-july-22>
 - Luis and Ian did it wonderfully. It was fun. Most of the visitors were from other states or cities.
 - We didn't get as many sign-ups as last year as Luis indicated, possibly because we didn't give out all the promotional items. Each year we only got the same 1 small box of promotional items. This year we have to save/conserve, and we didn't give out all the paper planes, either. We handed out all the AIAA bags. As Lynn suggested, we only gave out a portion of the giveaway items, to conserve and to save. Ken mentioned to the Region VI Treasurer, Ms. Marilyn McPoland, who understood and felt a Very Large Section as the LA-LV Section should get more promotional items.
- (July 29) AIAA LA-LV Educators Meeting (K-12 STEAM)
 - <https://www.aiaa-lalv.org/blogs/2023-blogs/2023-july/2023-july-29>
 - Ms. Joan Horvath, Mr. Steve Sterk, and Ms. Lisa Gethard made their presentations.
 - Joan and Steve could potentially be volunteers/council members, but they seemed to have been focused on their own business or other organizations, and might not have time or focus for the Section. Will keep observing and approach with caution.
- (August 5) Geoengineering to Mitigate Climate Change – Is there a Role for Aerospace?
 - <https://www.aiaa-lalv.org/blogs/2023-blogs/2023-august/2023-august-5>
 - This is a high-profile event and got quite good attention. Dan Dumbacher, our Executive Director, expressed interest. We will keep doing it as well.
 - Several attendees indicated they renewed or joined the membership. The Culver City location did work and attract a member living nearby, who would otherwise not be able to attend.
- More efforts since last council meeting on July 11 were spent on getting more economic venues, and we did find more, like the Malibu Library for tomorrow's Aero Alumni Meeting (August 9), Leland R. Weaver Library, Hawthorne Library (renovated), El Camino Real, City Terrace, Culver City Julian Dixon Library, A C Bilbrew Library, Lynwood, Topanga, City Terrance, East Rancho Dominguez Hills, Artesia, etc.
- Upcoming events:
 - (August 12) The X-15 Rocket Plane, Flying the First Wings into Space
 - RSVP and Information: <https://conta.cc/3MtxzJu>
 - The speaker/we have been planning on this during Pandemic for an in-person event on this topic again. Finally, it really took place after long years.
 - (August 19) AIAA LA-LV Movie Saturday "X-15"
 - RSVP and Information: <https://conta.cc/3oqK5jp>

- For some reason, this movie event got many more registrants than the presentation on August 12. It's free admission, not the event with paid admission (August 12). It could also be due to the "softer" movie Saturday.
- (September 27) The Case for Nukes How We Can Beat Global Warming and Create a Free, Open, and Magnificent Future with Dr. Robert Zubrin
 - RSVP and Information: <https://conta.cc/45eRzWN>
 - (Note on August 14) This event is being shifted to another nearby location or even another date in the same week. It is to be updated soon.
- Pandemic- COVID-19 case numbers seems to be lower locally and nationally. We will keep doing hybrid activities but increasing the in-person meetings and gradually reducing the online meetings. We will continue to pay attention to safety and health/hygiene issues.
- Keep everyone happy and stay with AIAA for the rest of their life.

Wrapped up 7:55pm because must depart Lawndale Library by 8:00pm

7:55 PM- Meeting adjourned:

Lynn Jenson moved to adjourn. Seconded by Gary Moir

Great meeting! (comment from Lynn and Gary)