**Council Meeting Agenda: 10 June 2021**

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| **Officer Titles** | **Current Officers** | **Attendance** |
| **Secretary** | Trent Alsin | Wedding |
| **Chairman / RAC VI Representative** | Michelle Itzel | X |
| **Vice-Chairman** | Curtis Brooks | X |
| **Treasurer** | Thomas Nadobny | Training |
| **Communications** | Steve Boelhouwer | X |
| **Programs Committee** | Steve Serniak | X |
| Membership Sub-Committee | Vacant | - |
| Awards Sub-Committee | Vacant | - |
| Young Professionals Sub-Committee | Steve Serniak | X |
| Career & Workforce Dev Sub-Committee | Vacant | - |
| Public Policy Sub-Committee | Vacant  (Chair as sub) | - |
| **Education Committee** | Christine McLaughlin | X |
| K-12 STEAM Edu Sub-Committee | Tom Stevens | Meeting |
| Collegiate STEAM Edu Sub-Committee | Evan Agarwal | - |
| Adult STEAM Edu Sub-Committee | Christine McLaughlin | X |
| **Cal Poly Student Branch Representative** | Nicole Bartal | - |

**Officer Status:**

**Secretary Status:** Trent Alsin

* First official meeting back in the library, conference room A!
* This is Trent’s wedding week, so he is out. Chair is filling in as secretary.
  + Congratulations, Trent!

**Chair Status:** Michelle Itzel

* Call for vote: Results – all approved
  + Rename our section to be more geographically accurate and inclusive. Council Approved New Name: Central Coast of California Section.
  + Use AIAA funding to sponsor a summer intern or otherwise support the summer internship program on base for 2022. Cat 3 funding needed from AIAA for this new program.
  + Use some AIAA funds for a better marketing tool so that invitations and announcement of events are more effective at getting membership engaged with section events. This will cost our section $200 - $250 per year.
  + Section Year Kick Off Event: In person event for membership, off base in July of 2021 to get our year going. Can recognize award winners and nominees who did not get celebrated due to 2019 and 2020 COVID closures preventing an end of section year banquet. Steve Serniak to coordinate and plan. Budget and date due in two weeks – 24 June. Steve Boelhouwer will send out feeler to membership to gauge interest and level of attendance.
  + Section Year End Banquet: In person event for membership, off base in May of 2022 to end the section year with awards nominees and winners, speakers, and dinner… dancing would be nice too! Steve Serniak will coordinate and plan. Steve Boelhouwer will send out feeler to membership.
  + Any programs, plans, events, or ideas that council officers bring to vote and want funded for June 2021 – May 2022 section year. We can get seed money from AIAA to help us get going.
    - * TARC w/ Middle schools, high schools, and Cal Poly – during their school year.
      * Trebuchet competition w/ Cal Poly – during their school year.
      * Launch Viewing Parties: On or off base for membership.
      * Approach High School teachers involved in STEM / STEAM activities that we sponsor and offer up the Educator membership, if interested.
* Section Annual Report due 11-June:
  + Inputs required from all council members.
  + Received comments from Tom Stevens. Need inputs from Curtis Brooks and Christine Holland.
* Organizational Changes:
  + In section year 2022 - 2023, Curtis Brooks will take over as chair.
  + Stephen Serniak appointed to Programs Officer by unanimous council vote.
  + Recommendations for open positions? Tell your friends, colleagues, and co-workers.
* Status on Kevin Smith:
  + Kevin contacted me on 17-May, and would like to get back involved with CAP and AIAA! He will attend our next meeting to figure out what capacity he will take on.

**RAC VI Rep Status:** Michelle Itzel

* No new updates

**Vice Chair Status:** Curtis Brooks

This role supports programs, so this officer can work with Steve to get programs scheduled and staffed. This role is also backup to the Chair, and is slated to take over the chair role in two years.

1. Curtis reaching out to Lompoc high to get contact info for their Science department lead.
2. Template for resume workshop done: August
   * + - Transitioning military
       - CalPoly
       - AIAA zoom enterprise accounts: < 500 people & 50 breakout rooms
3. TARC Rocket competition with Cal Poly?
   * + - Can do this at the museum – McKinley is POC with Curtis.
       - Trebuchet challenge done at Cocheo.
       - Could be combined with a base tour of a SLC
4. Looking into feasibility of hosting Cal Poly or membership for a launch viewing party.

**Treasurer Status:** Thomas Nadobny

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| Checking Balance | $3,207.29 |
| Savings Balance | $5.01 |
| Deposits | + 0 |
| Expenditures | -$50(April essay contest) |
| **Total ending balance** | **$3,212.30** |

* Action: Budget Audit is complete and will be turned in this week.
* Action:  Looking into swag and new shirts.
* Budget Needed for New Programs / Events:
  + New Marketing Platform: $200 - $250 per year
  + Cal Poly Scholarship:  Could be as much as $1700.00
  + Summer Internship Program for 2022: $
  + Section Kick Off Event: $
  + Section Banquet End of Year Event: $
  + TARC: $
  + Trebuchet: $

**Communications Status:** Steve Boelhouwer

* Voted to instill a new marketing platform. Steve to investigate a choose one.
* New name of section will help us to start fresh with social media accounts.
  + Facebook
  + Instagram
  + Twitter
  + LinkedIn

**Programs Committee:**  Steve Serniak (Vice Chair as backup) – Congrats!

* Networking: Such as
  + Trivia
  + Star Gazing
  + Happy Hour
  + Launch Parties
* Lecturer Events:
  + DL Series – at least 2
  + Get in touch with the Launch Service Providers to give presentations & tours.
* Mentorship and Career Development:
  + Speed Mentorship
  + Resume Workshop
* Section Awards Banquet:
  + - Need a high-profile lecturer for a section banquet Can get money from Regionals for this. Need an estimate to request. Can we get Captain Charles Plum from the recent Santa Maria Airshow?  He was a WW2 pilot and also fought in Korea.  He tells a compelling story.  Touchette to follow up with him.
    - Looked at the PCC for events and possibly for our banquet, this will be a good option!  Lots of space and interest in holding events.  Consider off base locations as well.

**Membership Sub-Committee:** VACANT (Programs Committee Officer as backup)

* Need a new officer for this role.
* YP and Programs activities will help with membership.
  + Can hold a membership drive or table at lecturer events and other open events.
* Monthly membership roster is out for November.

**Awards & Honors Sub-Committee:** VACANT (Programs Committee Officer as backup)

* Steve B. sent out announcement to membership about upcoming awards, and request for nominations.
* Recognize the Student Essay Award Winner and STEM Expo scholarship winner(s) at the yearly banquet.
* Recognize any other award winners throughout the section year at the yearly banquet.

**Young Professionals (YP) Sub-Committee:** Jasmine Toye (Programs Committee Officer as backup)

* Networking:
  + Trivia
  + Star Gazing: Facebook event monthly, through CCAS
* Lecturer Events:
  + DL Series
  + Get in touch with the Launch Service Providers to give presentations.
* Mentorship:
  + Speed Mentorship
  + Resume Workshop

**Career & Workforce Development Sub-Committee:** VACANT (Programs Committee Officer as backup)

* Speed Mentoring
* Resume Workshop
* Career Fair

**Public Policy Sub-Committee:** VACANT (Programs Committee Officer, or Chair as backup)

* Congressional Visit Days were virtual this year. Two attended.

**Education Committee Status:** Christine McLaughlin

Library gets funding from FSS. They have events through FSS.

Library can host live action games for AIAA networking events. Some suggestions are: Live Action Clue, Live Action Hungry, Hungry Hippo, or Live Action Operation. Suggestion to have a space themed live action game, such as Live Action Hungry, Hungry Hippo but with the theme of cleaning Space Debris instead of eating marbles.

Library sometimes needs volunteers for their FSS events.

**K-12 STEAM:** Tom Stevens

* Getting plugged into FSS STEAM activities.
* Received $46.5K of Air Force STEM Funds for local STEM related programs
  + This funding enables local events like TARC which AIAA helps w/ volunteers
* Virtual 36th Annual Central Coast STEM Expo was a success!
  + Event was held 14-15 May 21
  + Wrote AIAA checks to award 4th, 6th and 7-8th Grade Student Categories for 1st, 2nd and 3rd places totaling $900; after expenses, reimbursed $512.95 w/ SAIC donation for 2020 COVID cancelled event
  + Provided funding audit to help close out the Treasurer’s year-end Audit/Budget Report
* STARBASE: Call for volunteers
  1. Director agreed on volunteers request email and sent out to Mission Partners
  2. Director visit to Endeavour Center (VMS) occurred 19 Jan to look at materials & equipment to aid the STARBASE program
     + - Director and E.C. Founder working on plan to utilize some resources
  3. Director contacted me on upcoming plans to bring in Santa Maria Bonita School District (16 schools and 66 classes) for next school year!
  4. Vandenberg Space Force Base’s STARBASE summer programs: please look at the attached schedule of upcoming summer activities attached.  STARBASE needs volunteers for mentoring Summer Academy Robotics 14-18 June, mentors for Manzanita Summer Enrichment 21 Jun – 16 Jul, and speakers from various Vandenberg careers for the Santa Maria Jr. High AVID 26 Jul – 6 Aug.  To volunteer or for more information please call Tonya Troup-Spurlock, STARBASE Director, at 805-605-7119 or cell 912-492-2946, or via email [ttroupspurlock@gmail.com](mailto:ttroupspurlock@gmail.com) .
* AIAA Space Systems Technical Committee Essay Contest 2021 Topic:  “Describe science experiments you can conduct on the lunar surface that is unique to our moon”
  1. The 2021 contest winners announced!
  2. Distributed the announcement to teachers and school contacts.
  3. Local 8th grade winner, Chrislaina Anderson was sent $50 check (approved by council vote) and congratulations letter from Section May 1st!
  4. Chrislaina also came in 3rd place nationally in the 8th grade category and will receive an additional $50!
* 19-23 July:  Civil Air Patrol (CAP) STEM Academy
  1. 16 people total (12 cadets and 4 CAP adults).
  2. Want cadets interacting with USAF Airmen and coordinate unit visits/tours and guest speakers from a rage of USAF career fields.
* 7 August California Cybersecurity Innovation Challenge (CCIC) [at Cal Poly State University 2-6 August]
  1. One day here to talk about cyber security and tour SLC-6 Overlook , and visit Space & Missile Technology Center (SMTC) or the Heritage Museum and have the students launch air rockets and see those facilities.
  2. They plan up to 50 high school age students at the high end
* Crestview Elementary wants to begin a FIRST Lego League: Is anyone in the 2SLS interested in mentoring young STEM minds? Crestview Elementary is looking for a mentor/sponsor for a Lego Mindstorms robotics team that would compete in this upcoming school year’s FIRST Lego League Robotics Competition. This would be a large time commitment as the team would meet over the course of the school year. For more info check out the FIRST website site [www.firstlegoleague.org](http://www.firstlegoleague.org). If you are interested please let me know.
  1. Need volunteers
  2. Library has Robot Petting Zoo
  3. Captain Robinson is POC for Lego team.

**Collegiate STEAM Education Sub-Committee: Evan Agarwal** (Education Committee Officer as backup) Congratulations and welcome to the council !!!

* Networking:
  + Trivia night (virtual or in-person)
    - Christine can provide the trivia directly to Evan/Cal Poly, if they want to run it.
  + Very interested in coming out for a launch.
  + Star Gazing
* Lecturer Events:
* Mentorship:
  + Speed Mentorship
  + Resume Workshop
  + Career Fair

**Adult STEAM Education Sub-Committee:** Christine McLaughlin (Education Committee Officer as backup)

* Book club, almost everything is now available on Overdrive
* Life sized Clue in the library at the end of March, beginning of April
  1. Groups of 6, register by calling the library. Play times will be 1100-1500, game takes about 60 minutes. Monday-Saturday, last week of March
* Has a contact at UC Santa Barbara, teaches technical writing
* Networking:
  + Trivia
  + Star Gazing
* Lecturer Events:
  + DL Series
  + Get in touch with the Launch Service Providers to give presentations.
  + **ACTION:  Schedule Scott Bailey:**  Base historian who gave a few talks at the base library about the history of VAFB, back to the Camp Cooke days.
* Mentorship and Career Development:
  + Speed Mentorship
  + Resume Workshop
  + Career Fair
* Trips to STEM centric museum ideas:
* **Northrop Grumman’s James Webb Telescope:** 
  + Is this still possible?
* **Possible Tours:**
  + JPL
  + Raytheon
  + SpaceX
  + Firefly
  + Virgin Galactic
  + Spaceship Company
  + Lockheed Martin
  + Rocket Lab – McKinley has a POC.
  + Griffith Observatory
  + Mt Wilson Observatory – weekend tours of 2 major telescopes: 100ft and 60ft, with demo of sun spot monitoring (60ft) telescope.
  + Goldstone Deep Space Communication Complex

**Notes:**

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