**Council Meeting Agenda: 10 December 2020**

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

**Officer Status:**

**Secretary Status:** VACANT – Michelle Itzel (acting)

* Notes from November’s council meeting were sent out.
  + Actions sent out after the meeting and highlighted in RED.
* Sign up for Virtual Congressional Visits Days on AIAA website.
* Check out the Virtual Career Fair on AIAA website.

**Chair Status:** Michelle Itzel

* Organizational Changes:
  + Still have 1 core council position open: Secretary
  + Offer Cal Poly nomination(s) for any other open council position: Public Policy, etc.
  + Recommendations for open positions? Tell your friends, colleagues, and co-workers.
* Status on Kevin Smith:
  + Bicycling accident on 1-Sep
  + Moved to Santa Barbara at Cottage Urgent Care facility – medically induced coma for 3 weeks. Left Cottage on 21-Sep.
  + Moved to Palo Alto rehabilitation center. Awake but no memory of accident or much of his time at VAFB. Last update was 22-Sep.
  + Still recovering at Palo Alto. No new news. He doesn’t seem to remember AIAA or much about VAFB. Not sure he remembers that he was our Treasurer.

**RAC VI Rep Status:** Michelle Itzel

* + Will invite our regional director to our 10-December meeting to discuss ways AIAA can help us get started and get going on some of the more challenging virtual events we’ve got in mind.

**Vice Chair Status:** Curtis Brooks

This role supports programs, so this officer can work with Jasmine 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.

**Treasurer Status:** Thomas Nadobny

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| Checking Balance | $1,261.46 |
| Savings Balance | $5.01 |
| Deposits | + $1,995.83 |
| Expenditures | - $10 (fee) |
| **Total ending balance** | **$3,257.29** |

* **Action:** Looking into swag and new shirts.
* **Budget for Cal Poly Scholarship. Amount?**
* **Status on 2020-2021 budget? Any changes needed yet?**

**Communications Status:** Steve Boelhouwer

* Check out the AIAA Engage site: [www.Engage.aiaa.org/vandenberg](http://www.Engage.aiaa.org/vandenberg)
  + - Steve (Communications Officer) or Michelle (as Secretary) are the POCs for posting events, or announcements onto Engage.
* **Look into the regional Zoom resources.**

**Programs Committee:**  Jasmine Toye (Vice Chair as backup) – Congrats!

* Networking:
  + Trivia
  + Star Gazing
* Lecturer Events:
  + DL Series
  + Proximi AI wants to give a talk to our folks on how AI is being applied to Aerospace industry. November timeframe
  + Get in touch with the Launch Service Providers to give presentations.
* Mentorship and Career Development:
  + Speed Mentorship
  + Resume Workshop – January work with Curtis and Steve
  + Career Fair – put on by AIAA. Advertise and make available to our members.
* 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.  Getting the particulars.

**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)

* Look at the Awards list from AIAA to see if any of our members have been recognized.
* Recognize the Student Essay Award Winner 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 on 21-Dec and monthly, through CCAS
* Lecturer Events:
  + DL Series
  + Proximi AI wants to give a talk to our folk son how AI is being applied to Aerospace industry. November timeframe
  + Get in touch with the Launch Service Providers to give presentations.
* Mentorship:
  + Speed Mentorship
  + Resume Workshop - Jan

**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)

* Register now for virtual Congressional Visits Days through the AIAA website.

**Education Committee Status:** Christine McLaughlin

**K-12 STEAM:** Tom Stevens

* Getting plugged into FSS STEAM activities.
* Air Force STEM Funds Execution Plan submitted 14 Feb; Successfully achieved all wickets to approve my entire $44K of funds for FY 20--have not confirmed receipt of funds yet
* STARBASE has been funded in FY 20 and continues work toward providing staff and curriculum by Fall.
  + - Will be located at Bldg. 16135 (between base housing & Youth Center) Renovation Completed on April 28
    - Education Service Contract Solicitation went out on April 24
    - Bids on the Ed Service Contract are due on May 24
    - Expected Ed Service Contract Award of June 1
    - Expected first class date of August 8
    - Ribbon Cutting was in October
* AIAA Space Systems Technical Committee Essay Contest Topic:  “How advanced can you envision space technology and exploration through the next 50 years? What do we need to do NOW to achieve that?”
  + The one and only Essay we received from, Chrislaina Anderson’s from Orcutt Junior High won 1st Place at the 7th Grade AIAA National level!  The Section provided her a $50 Scholarship award for submitting and the National pays another $125 and a year’s student membership to AIAA for winning 1st place.

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

* Networking:
  + Trivia
  + Star Gazing
* Lecturer Events:
  + All spring events are cancelled. Looking into virtual events.
* Mentorship:
  + Speed Mentorship
  + Resume Workshop
  + Career Fair

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

* Networking:
  + Trivia
  + Star Gazing
* Lecturer Events:
  + DL Series
  + Proximai AI wants to give a talk to our folk son how AI is being applied to Aerospace industry. November timeframe
    - <https://proximai.com/>
  + 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:** 
  + Sent contact info for Northrop Grumman to Cal Poly to set up there tour. Will work on a date for the base AIAA members. Update: Cancelled.
* **JPL Tour:**
  + **Schedule**
* **Future Tours:**
  + 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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