AIAA Cape Canaveral Section

Executive Council Meeting Minutes

November 11, 2021, via Zoom

Attending: Matt Zuk, Rhonda Lyons, Kimberly Demoret, David Fleming, Kevin Johnson, Melissa Sleeper, Josh Little, Kineo Wallace. Guests: Nathan Pell (FIRST), Barry Bohnsack (Lockheed-Martin, FIRST)

Matt called the meeting to order at 7:00PM.

Matt reviewed the minutes of the previous meeting. In follow up to these minutes, Rhonda indicated that Janet Petro has been invited to speak, and she accepted for January.

The meeting minutes were unanimously approved.

Matt reviewed the Treasurer’s report. Cat 1 and Cat 2 rebates have arrived, and the Section past $158 for the AIAA insurance policy. Our account stands at $8,414.05. Matt indicated that the section will contribute $50 for the JWST STEM K-12 event, as requested by Melissa. Matt noted that he is still in process of transitioning treasurer duties to Josh. The treasurer’s report was unanimously received.

**Dinner Meeting:**

As noted above, Rhonda received a positive response from Janet Petro for being a speaker in January. Additional planning of the meeting was discussed. The possibility of giving the event a Career and Workforce Development focus was put forward, possibly adding someone like Lynda Weatherman as a second speaker, or adding a panel discussion, and also to tie in with the “Women in Space” event that Rhonda discussed in a previous meeting. Kimberly suggested that with this being the first introduction of Janet Petro to the Section and considering her position that it might be better to keep the focus squarely on her. Dave concurred but suggested that possibility of a panel discussion as a separate event later. The consensus position was to focus on Janet Petro as the sole keynote speaker.

Regarding the date, Matt proposed Jan. 20 as the primary date, and Jan 19 or 27 as backups, based on Janet Petro’s availability. The event will be held at the Radisson at the port. Rhonda will follow up with the speaker and Matt will follow up with the Radisson.

**JWST STEM Event:**

Melissa was organizer of an event at her middle school featuring a speaker for the James Webb Science institute. There was an extensive Q&A session that was well-received, and six stations for activities for the students with things like diffraction gratings, space food, etc. There were about 100 attendees, including students and parents.

**Presentation at ASCEND Virtual Meeting**

Melissa presented on AIAA at the ascend meeting, and she reports that it was well received by the audience and the AIAA organizer. There was also a panel with a children’s book author, and other STEM related speakers.

**FIRST Robotics**

Two people associated with FIRST robotics attended the meeting and talked about their activities and ways that the section could become involved: Nathan Pell, representing the FIRST Space Coast League and Barry Bohnsack.

Nathan pointed out that FIRST is the largest STEM organization in the world, and supports children from about age 4 to age 18 (Pre\_K to HS). FIRST Tech Challenge supports 7th-12 grade and starts in Fall, with championship in April or May. The Space Coast League is the largest FIRST league in the state of Florida.

Kevin pointed out that when he was in the NE region of AIAA his section worked closely with FIRST, and that the events align well with volunteer abilities and interests in a synergistic way. AIAA is a good source of mentors.

Kimberly asked how tech savvy volunteers need to be. Nathan answered none is necessary; there is a wide skill set needed, including help with presentation skills, outreach etc. Melissa noted that starting a FIRST team can require significant investment in due etc.. Nathan pointed out that rookie grants are available.

Barry made a short presentation regarding volunteer opportunities in FIRST, which could include mentoring a local team, or sponsorship, or volunteering at events. Some upcoming event dates: Nov. 21, Space Coast Tournament 1 at Odyssey Charter School; Dec. 21, Space Coast Tournament 2 at Addison Village Community Center; and some later dates.

Melissa asked about possible section involvement. Some possibilities: section sponsors a event, sponsors the league itself, with banners displayed at various events, sponsors may get a table at some events. Kevin proposed advertising the Dec. event in our newsletter, etc, and ask section members to volunteer. Nathan can be listed as Point of Contact [nathanpell@gmail.com](mailto:nathanpell@gmail.com). Matt suggested promoting sponsorship in February. Kimberly expressed support, staring with small steps like sponsorship funding.

**Holiday Social**

Matt proposed a holiday party Tuesday, Dec. 14 at Rising Tides. Section to buy appetizers, drinks purchased by attendees.

**RAC Meeting**

Matt will call in to the next RAC meeting.

**Rocketry Event:**

Kineo reported that he and Kevin are still interested in this activity, and want to do a Facebook poll, and make an appearance at the launch on Nov. 20.

**Committee Reports:**

Vice Chair (Rhonda): No further report.

Florida Tech Student Branch (Dave): No report.

Secretary (Dave): Previous months minutes have been posted to Engage.

Membership (Kimberly): Kimberly reported that as of the October 2021 report we have 321 professional members, which is up from the 316 members reported in the August council report (no report was provided for September). In October’s report, the professional members included 0 new members, 1 rejoins, 2 transferred in, and 8 about to drop. Two of those about to expire were listed as currently in retired status. A reminder was sent to all eight members about to expire using the AIAA Engage messaging system.

The October report identifies 76 educator associates- up one from the August report. Samantha Thorstensen, joined 9/21/2021 listing her organization as the ISS National Lab.

The total number of university students is 137- unchanged since the August report Though total number have not changed, there has been turnover. 14 new members were added in October- most from Embry-Riddle. 22 university students are about to graduate in the next 2 months.

Three high school students are on the books- one member joining in September.

Kimberly also attended the AIAA Membership webinar on October 13th 2021, which provided background on membership categories, definitions of some of the terms used in membership reports, and suggestions on how membership chairs could enhance their existing council programs.

STEM K12 (Melissa): No further report

Programs (Kevin): Kevin note that the ERAU Student Branch has a big presence on their campus, but no presence in the section, and asked what could be done about that. Matt proposed to reach out to their leadership.

Matt recapped action items:

* Rhonda to finalize January event schedule with Janet Petro
* Matt to work with Rising Tide for holiday social
* Kevin and Kineo to provide paragraph on FIRST for posting to Facebook and Engage

The meeting was adjourned at 8:26 PM

Respectfully submitted,

David Fleming