

MINUTES
OF
PROCEEDINGS
OF THE
COUNCIL



BEGUN AND HELD
Via Teleconference
September 23, 2017

PHOENIX SECTION COUNCIL
OF THE
AMERICAN INSTITUTE OF AERONAUTICS AND ASTRONAUTICS

The regular monthly assembly of the Council for the Phoenix section of the American Institute of Aeronautics and Astronautics (AIAA) was held on September 23, 2017 at 9:00am. Conformably to the Bylaws of Phoenix AIAA, via a teleconference (Skype).

All Those Present:

Rick Kale, Chair
Garrick Williams, Treasurer
Keith Jenkins, Technical & At-Large
Philip Thomas, AIAA@ASU Student Branch President

September 29, 2017, Rick Kale, Chair of the Council signed into the online meeting. On motion by the chair, the start of the regular meeting of the Council was 9:10am.

Reports:

- **General Admin/AIAA News (Rick)**

- RAC Region IV News
 - Looking for a new Regional Director and a new Deputy Director Finance
 - CAT III money available (as of 8/30 ... not sure if it has reset yet)
 - RAC Face-to-Face meeting
 - 10/28/2017 in LA
 - Rick requests approval for Rick to attend
 - Garrick – funds are available (usual cost is about \$200 for flights); send approval request to council for vote via e-mail
- Section Metrics
 - Professionals 237
 - Students 86
 - Educators 186
- Tracey is unable to continue to support the Council this year (was Public Policy)
- Rick provided update about AIAA HQ plans for new software to replace SharePoint ... releasing soon

- **Finances (Garrick)**

- Account Breakdowns
 - Checking \$8,283.02
 - Savings \$1,892.97
 - Outstanding (\$893.77)
 - Total \$9,192.22
- August Dinner Meeting Finances
 - Hotel Cost (\$963.29)
 - PayPal Fees (\$4.62)
 - Square Fees (\$2.64)
 - Speaker Gift (\$20.48)
 - PayPal \$114
 - Square \$96
 - Cash \$107
 - Check \$30
 - Total (\$644.03)
- Other Misc.
 - Budget plan is to have about \$7,500 by year end (we need to spend money)
 - There were a few comments on the audit-budget report that Garrick is working through
 - Expecting the similar Section rebate (about \$2,000)
 - Garrick suggested ordering the chip reader for square
 - Rick agrees; send approval for concurrence to council for vote via e-mail

- **August Meeting Review (Member)**

- August 31, 2017
- First meeting of 2017-18

- Distinguished Lecturer
 - Alice Bowman
 - New Horizons Mission to Pluto
- 26 paid guests
 - 22 dinner
 - 4 presentation only
- Other notes
 - Need to have a plan for a microphone for future meetings
 - Philip – suggested that if the meeting was further into the school year, more students may have been able to attend
- **Event Planning**
 - Rick to follow up with Tracey about her support for a meeting
 - Previous communication seemed to indicate not able to speak
 - John Rose would still be interested in speaking, if it aligned with a business trip already bringing him to the Phoenix area
 - Section sent her to CVD based on an agreement that she would speak at a meeting about Public Policy / CVD report
 - Draft dates for future meetings
 - January – non-DL meeting
 - March – joint with ASU
 - May – DL meeting (2nd for year; end of year meeting)
 - Keith pointed out that SciTech is January 8-12, 2018; would not be wise to do a local meeting at that time in case people are attending the conference
 - Next Meeting speaker ideas
 - Keith – look into any ideas from the Tech Committee that he knows of
 - Garrick – possible Orbital person (would need a stripped down presentation that public would be able to hear); suggested to bring the Osiris-REX person back for updates on the mission (note: SAE had him give a talk last May)
 - Rick – see if there are any Honeywell people who would want to speak
- **AIAA@ASU Report**
 - Starting slow process of rebuilding the branch
 - Workshops are in progress
 - Air Devils – focused on an actual design; launch glider with randomized payload; best will be determined as flying the farthest
 - General AIAA students – writing a proposal (a few mission ideas will be provided, select one); help to show what goes into a good proposal (technical, costs, etc.)
 - Timelines: end of October/early November
 - AIAA Phoenix requested to help support by reaching out to membership for mentors to support the workshops
 - Mid-October meeting
 - Looking for a speaker
 - Opportunity for the Phoenix Council to visit and speak about the section, AIAA professional membership, etc.

New Business:

- **Open Floor**
 - Keith – selected as an Associate Fellow
 - Ceremony on January 8th, 2018 in Kissimmee, FL

- Keith and his wife will be attending
- Garrick suggested that the section help support Keith with travel funds; he has been a longtime supporter of the section; send approval for concurrence to council for vote via e-mail

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Review of Action Items:

- **Adjourn**
 - Rick motion to adjourn at 10:08am. Keith seconds the motion. Motion passed unanimously.
- **Next Council Meeting**
 - TBD