



Attendees	Present
<ul style="list-style-type: none"> <li>• Officers</li> </ul>	
<ul style="list-style-type: none"> <li>○ Director – Damian Yañez</li> </ul>	Y
<ul style="list-style-type: none"> <li>○ President – Tom Tanner</li> </ul>	Y
<ul style="list-style-type: none"> <li>○ Vice President – Ben Flood</li> </ul>	Y
<ul style="list-style-type: none"> <li>○ Secretary – Luis Alberto Lopez</li> </ul>	Y
<ul style="list-style-type: none"> <li>○ Treasurer – Ross Campbell</li> </ul>	Y
<ul style="list-style-type: none"> <li>• Members and Guests</li> </ul>	
<ul style="list-style-type: none"> <li>○ Members (7): Peter Stubbers, Bob Martin, Bryan Strong, Isabelle Chavarie, Santiago Cortina, Brett Mcfarland, Dell Ruff</li> <li>○ Guests (8): John Hargrave, Nathan Hewitt, Jim Scooler, Rebecca Mcgeachy, Jim Smith, Ragaa Mitry, Kenneth Carden, Elie Nakad</li> </ul>	

Topics of Discussion	Comments
<ul style="list-style-type: none"> <li>• Welcome</li> </ul>	
<ul style="list-style-type: none"> <li>○ Notes</li> </ul>	<ul style="list-style-type: none"> <li>• Original meeting date postponed due to COVID-19.</li> <li>• Special Guest: John Hargrave, SAWE International President</li> </ul>
<ul style="list-style-type: none"> <li>• Chapter Status</li> </ul>	
<ul style="list-style-type: none"> <li>○ Membership</li> </ul>	<ul style="list-style-type: none"> <li>• 19 Members on roster.</li> <li>• Chapter Officer Elections by end of April.</li> </ul>
<ul style="list-style-type: none"> <li>○ Chapter Project –Handbook Update</li> </ul>	<ul style="list-style-type: none"> <li>• 73% of draft complete, 2 sections in final edit.</li> <li>• Now at 15 of 20 sections delivered to Tech Committee, 54% by page count.</li> <li>• Need all sections to Technical Committee by May 1, 2020.</li> <li>• Goal – complete by June 2020 Tech Fair.</li> </ul>
<ul style="list-style-type: none"> <li>○ Treasurer’s Report</li> </ul>	<ul style="list-style-type: none"> <li>• Balance = \$1,835.40</li> <li>• Does not include minimal PayPal transaction costs for refunds of previous meetings.</li> </ul>
<ul style="list-style-type: none"> <li>• International Topics</li> </ul>	
<ul style="list-style-type: none"> <li>○ International Conferences</li> </ul>	<ul style="list-style-type: none"> <li>• 2020 Conference May 23-28, Hamburg Germany replaced by Tech Fair in June (more info to come).</li> <li>• Peter Stubbers to present buoyancy paper.</li> <li>• Our chapter will submit a bid for hosting 2022 conference. Ben Flood preparing bid presentation for <b>BOD meeting May 23<sup>rd</sup></b>.</li> </ul>
<ul style="list-style-type: none"> <li>○ Mass Properties Engineering Certification</li> </ul>	<ul style="list-style-type: none"> <li>• Damian is supporting semi-monthly telecons.</li> </ul>
<ul style="list-style-type: none"> <li>○ Academic Liaison</li> </ul>	<ul style="list-style-type: none"> <li>• Looking for volunteer.</li> </ul>

Topics of Discussion	Comments
<ul style="list-style-type: none"> <li>• Featured Speakers</li> </ul>	
<ul style="list-style-type: none"> <li>○ Presentation by Tom Tanner &amp; Ben Flood Mass Properties Gulfstream Aerospace Corp.</li> </ul>	<ul style="list-style-type: none"> <li>• Tom and Peter presented “<i>Mass Properties Challenges in Aircraft Interior Outfitting – Function vs. Fashion</i>” based on their experience with managing weight and balance considerations when incorporating a wide variety of customer interior selections and mission options.</li> <li>• Thanks very much Tom and Ben!</li> </ul>
<ul style="list-style-type: none"> <li>• Close</li> </ul>	
<ul style="list-style-type: none"> <li>○ Next Actions</li> </ul>	<ul style="list-style-type: none"> <li>• Damian to update chapter website news and events.</li> <li>• Ben to finish Bid presentation</li> <li>• Handbook: Damian Sect. 5, 11, 16; Tom 4; Peter 17.</li> </ul>
<ul style="list-style-type: none"> <li>○ Next Meetings</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Officers’ Meeting, May 14 @ 11:30am Webex</b></li> </ul>

Table 1 - SAWE Handbook Status

**SAWE Mass Properties Engineers' Handbook Revision Status as of 3/13/2020**

Section	Topic	No. Pages (2008 Ed.)	Draft %Complete	Peer Review		Notes	POC
				Entered	Completed		
Front material		16	75%			To be submitted after all sections are completed.	Yanez
1	Units	18	100%	1/24/2019			Yanez
2	Section Properties	20	100%	1/24/2019			Stubbers
3	Material Properties	30	100%	3/10/2020			Yanez
4	Component Properties	14	15%				Tanner
5	Mass Properties Calculation	48	95%			In final edit.	Ruff
6	Mass Properties Measurement	50	100%	1/24/2019			Yanez
7	Loads	4	100%	4/19/2019			Ruff, Yanez
8	Strength	8	100%	8/26/2019			Ruff, Yanez
9	Structural Dynamics	6	100%	9/20/2019			Campbell, Yanez
10	Aerodynamics	12	100%	2/11/2020			Campbell, Yanez
11	Propulsion	10	50%			In final edit.	Campbell, Yanez
12	Thermodynamics	6	100%	5/29/2019			Stubbers, Yanez
13	Space Flight Mechanics	6	100%	11/15/2019			Stubbers, Yanez
14	Crew Systems	18	100%	2/20/2019			Lopez, Yanez
15	Power Systems	10	100%	3/14/2019			Lopez, Yanez
16	Mathematics	12	5%				Yanez
17	Marine Vehicles	68	5%				Stubbers
18	Land Vehicles	8	100%	5/31/2019		Sent to S. Matschinsky for review.	Yanez
19	Miscellaneous	6	100%	2/12/2020			Yanez
20	Communications	2	100%	11/15/2019			Campbell, Yanez
Index		4	0%			To be submitted after all sections are completed.	Stubbers
<b>Total</b>		<b>376</b>	<b>73%</b>		<b>54%</b>		

Note: Yellow items have been delivered to the Technical Committee for review.