



Attendees	Present
<ul style="list-style-type: none"> • Officers 	
<ul style="list-style-type: none"> ○ Director – Damian Yañez 	Y
<ul style="list-style-type: none"> ○ President – Tom Tanner 	Y
<ul style="list-style-type: none"> ○ Vice President – Ben Flood 	Y
<ul style="list-style-type: none"> ○ Secretary – Peter Stubbers 	Y
<ul style="list-style-type: none"> ○ Treasurer – Ross Campbell 	Y
<ul style="list-style-type: none"> • Members and Guests 	
<ul style="list-style-type: none"> ○ Members (2): Clark Eliason, Nathan Hewitt 	

Topics of Discussion	Comments
<ul style="list-style-type: none"> • Welcome 	
<ul style="list-style-type: none"> ○ Notes 	<ul style="list-style-type: none"> • Meeting held via WebEx.
<ul style="list-style-type: none"> • Chapter Status 	
<ul style="list-style-type: none"> ○ Membership 	<ul style="list-style-type: none"> • 18 members currently on Chapter roster. • Dues reimbursement? Gareth checking • Officer Elections in April
<ul style="list-style-type: none"> ○ Treasurer's Report 	<ul style="list-style-type: none"> • Balance = \$1,977.34
<ul style="list-style-type: none"> ○ Chapter Project 1 – Handbook Update 	<ul style="list-style-type: none"> • 78% of draft complete, 1 section in final edit (see Table 1) • 16 of 20 sections delivered to Tech Committee, 70% by page count. • Goal – complete by May 2021 BOD meeting.
<ul style="list-style-type: none"> ○ Chapter Project 2 – 2022 International Conference 	<ul style="list-style-type: none"> • Conference Committee in place (see Table 2) <ul style="list-style-type: none"> ○ Focals need to recruit help • Hotel contract under review: <ul style="list-style-type: none"> ○ @ DeSoto on Liberty St., May 20-26 ○ Hyatt Regency Riverfront not available ○ Damian presented contract and hotel layout ○ Discussed events and speakers
<ul style="list-style-type: none"> • International Topics 	
<ul style="list-style-type: none"> ○ International Conference 	<ul style="list-style-type: none"> • 2021 Conference in Cocoa Beach, FL, postponed till October (more info to come). • Damian Yañez and Brett Mcfarland to present papers.
<ul style="list-style-type: none"> ○ Mass Properties Engineering Certification 	<ul style="list-style-type: none"> • Three-level concept: Associate MPE (cross industry), Professional MPE, and Expert MPE (latter 2 industry specific) • First certifications: 21 by '21 • Gathering test questions. Over 100 so far. Workshop on January 29 @11:00 AM EST.
<ul style="list-style-type: none"> ○ Virtual Forums 	<ul style="list-style-type: none"> • Vendor Weight Control, Fatigue Life vs. Weight, ... • Next: "Persuading Leaders and Peers of the Value of Mass Properties" - January 15, 2021.
<ul style="list-style-type: none"> ○ SAWE Blog Site 	<ul style="list-style-type: none"> • Register for the blog at https://www.sawe.org/blog



Topics of Discussion	Comments
<ul style="list-style-type: none"> • Close 	
<ul style="list-style-type: none"> ○ Next Actions 	<ul style="list-style-type: none"> • Damian to update chapter website news and events. • Handbook: Damian Sect. 11; Tom 4; Peter 17, John Nakai 16. • Conference Committee members recruit help.
<ul style="list-style-type: none"> ○ Next Meetings 	<ul style="list-style-type: none"> • Officers' Meeting, February 16 @ 11:30am Webex • 1st Quarter Chapter Meeting, March 18 @ 11:30am, Topic TBD

Table 1 - SAWE Handbook Status

SAWE Mass Properties Engineers' Handbook Revision Status as of 1/13/2021

Section	Topic	No. Pages (2020 Ed.)	Draft %Complete	Peer Review Entered	Peer Review Completed	Section POC	Review POC
Front material		16	75%			Yanez	
1	Units	33	100%	1/24/2019		Yanez	Emmett
2	Section Properties	22	100%	1/24/2019		Stubbers	Nakai
3	Material Properties	23	100%	3/10/2020		Yanez	Zimmerman
4	Component Properties	14	30%			Tanner	
5	Mass Properties Calculation	53	100%	9/29/2020		Ruff / Yanez	Stubbers
6	Mass Properties Measurement	59	100%	1/24/2019		Yanez	Zimmerman
7	Loads	6	100%	4/19/2019		Ruff / Yanez	Gerren / Fisher?
8	Strength	11	100%	8/26/2019		Ruff / Yanez	Gerren / Fisher?
9	Structural Dynamics	5	100%	9/20/2019		Campbell / Yanez	Gerren / Fisher?
10	Aerodynamics	12	100%	2/11/2020		Campbell / Yanez	Gerren / Fisher?
11	Propulsion	10	95%			Campbell / Yanez	
12	Thermodynamics	7	100%	5/29/2019		Stubbers / Yanez	Zimmerman
13	Space Flight Mechanics	8	100%	11/15/2019		Stubbers / Yanez	Cerro
14	Crew Systems	17	100%	2/20/2019		Lopez / Yanez	Cerro
15	Power Systems	12	100%	3/14/2019		Lopez / Yanez	Cerro
16	Mathematics	12	10%			Yanez / Nakai	
17	Marine Vehicles	68	10%			Stubbers / Cimino	
18	Land Vehicles	9	100%	10/29/2020		Yanez	Lisec
19	Miscellaneous	7	100%	2/12/2020		Yanez	Emmett / Zimmerman
20	Communications	3	100%	11/15/2019		Campbell / Yanez	Cerro
Index		4	0%			Stubbers	
Total		411	78%	70%	0%		

- Note: 1) Yellow items have been delivered to the Technical Committee for review.
 2) Page count for incomplete sections based on 2008 Edition.
 3) Listed Reviewers are responsible for personally reviewing the section or finding a delegate.
 4) Front Material and Index to be submitted after all sections are completed.



Table 2 – 2022 International Conference Committee

Function	Volunteers
Chairman	Damian Yañez
Budget/Finance	Ross Campbell
Technical Papers	Tom Tanner
Student Coordinator	Clark Eliason
Training Coordinator	Nathan Hewitt
Exhibitor Coordinator	Damian Yañez
Facilities	Damian Yañez
Photography	Luis Alberto Lopez
Events Coordinator	Tom Tanner
Marketing/Publicity	Ross Campbell
Announcement and Program	Peter Stubbers
Registration	Peter Stubbers
Hospitality	Tom Tanner