



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 – Peter Stubbers</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>○</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>• Meeting held via Webex</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>• 21 Members on roster. 9 in arrears. Damian sent a reminder.</li> <li>• New Members: Clark Eliason, and Dimitri Mavris from Georgia Tech.</li> <li>• Chapter Officer Elections closed May 1. Chapter Officers reported to International.</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 June 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 on blog).</li> <li>• Peter Stubbers to present buoyancy paper.</li> <li>• Our chapter will submit a bid for hosting 2022 conference. Ben Flood prepared bid presentation for <b>BOD meeting May 23<sup>rd</sup></b>. Need to get committee in place.</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>
<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>• Tom: check on paid time for conference support.</li> <li>• Ben: Add slides regarding Savannah sites attractions.</li> <li>• Damian: update chapter website news and events.</li> <li>• Handbook: Damian Sect. 5, 11, 16; Tom 4; Peter 17.</li> <li>• All: Solicit/volunteer for Conference Committee.</li> </ul>

Topics of Discussion	Comments
<ul style="list-style-type: none"> <li>○ Next Meetings</li> </ul>	<ul style="list-style-type: none"> <li>● Board of Directors Meeting, May 23-24 via Zoom</li> <li>● Tech Fair, June 22-25, June 29-July 3, July 6-10  <a href="https://www.sawe.org/files/Tech_Fair_Flyer_v7.pdf">https://www.sawe.org/files/Tech_Fair_Flyer_v7.pdf</a></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.