



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 	N
<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"> ○ 	

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 at Mellow Mushroom, Pooler, GA
<ul style="list-style-type: none"> • Chapter Status 	
<ul style="list-style-type: none"> ○ Membership 	<ul style="list-style-type: none"> • 16 current members on roster. Santiago?
<ul style="list-style-type: none"> ○ Chapter Project – Handbook Update 	<ul style="list-style-type: none"> • 73% of draft complete, 2 sections in final edit. • Now at 15 of 20 sections delivered to Tech Committee, 54% by page count. • Need all sections to Technical Committee by Sep 30, 2020. • Goal – complete ASAP.
<ul style="list-style-type: none"> ○ Treasurer's Report 	<ul style="list-style-type: none"> • Balance = \$1,977.34 (incl. \$217.50 from international for dues reimbursement.)
<ul style="list-style-type: none"> • International Topics 	
<ul style="list-style-type: none"> ○ International Conferences 	<ul style="list-style-type: none"> • 2020 Virtual Forum on Vendor Weight Control Sep. 25 @11:00AM via Zoom. • Need more 2022 Conference Committee volunteers. Tom to check with Dell. • Jim Scooler open to paid time for conference support.
<ul style="list-style-type: none"> ○ Mass Properties Engineering Certification 	<ul style="list-style-type: none"> • Damian is supporting semi-monthly telecons. • Compiling test questions. About 50 collected so far. Need many more.
<ul style="list-style-type: none"> • Close 	
<ul style="list-style-type: none"> ○ Next Actions 	<ul style="list-style-type: none"> • Damian: update chapter website news and events. • Handbook: Damian Sect. 5, 11, 16; Tom 4; Peter 17. • Conference: Everyone to review Ops Manual for duties.
<ul style="list-style-type: none"> ○ Next Meetings 	<ul style="list-style-type: none"> • Officers' Mtg – Oct 13, 2020 • Officers' Mtg – Nov 10, 2020 • December SER Meeting – Virtual, Date TBD, Topic?

Table 1 - SAWE Handbook Status

SAWE Mass Properties Engineers' Handbook Revision Status as of 9/15/2020

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
Total		376	73%		54%		

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