



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 	N
<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"> • 82% of draft complete, 2 sections in final edit. • Now at 15 of 20 sections delivered to Tech Committee, 74% by page count. • Getting help from John Nakai and Dom Cimino for mathematics and marine sections respectively. • Need all sections to Technical Committee ASAP. • Goal – publish by May 2021 Conference.
<ul style="list-style-type: none"> ○ Treasurer's Report 	<ul style="list-style-type: none"> • Balance = \$1,977.34 (No change from last month.)
<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 held on Sep. 25 via Zoom. Well attended with 30+ participants. • Damian to attend 2021 Conference Planning Mtg virtually Oct 19. • Damian to present paper at 2021 Conference. • Need more 2022 Conference Committee volunteers. Tom to check with Dell. • Our Gulfstream Director open to paid time for conference support.
<ul style="list-style-type: none"> ○ Training Opportunities 	<ul style="list-style-type: none"> • Virtual Training Oct 23-24. Sign up at www.sawe.org .
<ul style="list-style-type: none"> ○ Mass Properties Engineering Certification 	<ul style="list-style-type: none"> • Compiling test questions. About 50 collected so far. Need many more. Blog post coming soon.
<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. 11, 16, 18; 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"> • SAWE Officers' Training – Nov 6, 2020 @ 10AM EST • Officers' Lunch Mtg – Nov 10, 2020 • SER Chapter Meeting – Virtual, Dec 10, Topic: Inflight CG Movement and Curtailment

Table 1 - SAWE Handbook Status

SAWE Mass Properties Engineers' Handbook Revision Status as of 10/15/2020

Section	Topic	No. Pages (2020 Ed.)	Draft %Complete	Peer Review		Notes	Section POC	Review POC
				Entered	Completed			
Front material		16	75%			To be submitted after all sections are completed.	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	15%				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	50%			In final edit.	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	5%				Yanez / Nakai	
17	Marine Vehicles	68	5%				Stubbers / Cimino	
18	Land Vehicles	7	100%			Sent to S. Matschinsky for review on 5/31/2019.	Yanez	
19	Miscellaneous	7	100%	2/12/2020			Yanez	Emmett / Zimmerman
20	Communications	3	100%	11/15/2019			Campbell / Yanez	Cerro
Index		4	0%			To be submitted after all sections are completed.	Stubbers	
Total		409	82%		74%			

Note: Yellow items have been delivered to the Technical Committee for review.
Page count for incomplete sections based on 2008 Edition.
Listed Reviewers are responsible for personally reviewing the section or finding a delegate.