



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 – Luis Alberto Lopez 	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"> ○ 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 Tijuana Flats, Pooler, GA.
<ul style="list-style-type: none"> • Chapter Status 	
<ul style="list-style-type: none"> ○ Membership 	<ul style="list-style-type: none"> • 19 Members on roster. • Two members in arrears removed from roster. • Tom to send out reminder for everyone to update their profile on SAWE.org.
<ul style="list-style-type: none"> ○ Chapter Project – Handbook Update 	<ul style="list-style-type: none"> • Still at 9 of 20 Sections delivered to Tech Committee, 38% by page count. 4 more Sections in final edit. • Need all sections to Technical Committee by Dec 2019. • Goal – complete by May 2020 International Conference.
<ul style="list-style-type: none"> ○ Treasurer's Report 	<ul style="list-style-type: none"> • Balance = \$1,652.40. • Ross working out payment from International.
<ul style="list-style-type: none"> • International Topics 	
<ul style="list-style-type: none"> ○ International Conferences 	<ul style="list-style-type: none"> • 2020 Conference May 23-28, Hamburg Germany. • Our chapter was requested to submit a bid for hosting 2022 conference. Ben and Ross will lead this effort. Will need many volunteers. • Bid presentation in work.
<ul style="list-style-type: none"> ○ Mass Properties Engineering Certification 	<ul style="list-style-type: none"> • 3 Levels – Associate MPE (cross industry), Professional MPE (industry specific), and Expert MPE (industry specific). Training gap analysis in work. • Damian is supporting monthly telecon.
<ul style="list-style-type: none"> ○ Academic Liaison 	<ul style="list-style-type: none"> • Bob Martin no longer with Gulfstream. We may need to find another rep.
<ul style="list-style-type: none"> ○ Recommended Practices 	<ul style="list-style-type: none"> • RP-7 update out for public comment and review. We should take a look and give feedback.
<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.

Topics of Discussion	Comments
<ul style="list-style-type: none"> ○ Next Meetings 	<ul style="list-style-type: none"> ● Officers' Lunch Meeting on Nov. 14 @ 11:30am. ● 4th Qtr Chapter Meeting / Dinner Dec. 12 @ TBD <ul style="list-style-type: none"> ○ Location TBD. (Moon River?) ○ Presentation Topic – Aircraft Buoyancy – Peter Stubbers

Section	Topic	No. Pages (2008 Ed.)	Peer Review		Notes	POC
			Entered	Completed		
Front material		16			To be submitted after all sections are completed.	Yanez
1	Units	18	1/24/2019			Yanez
2	Section Properties	20	1/24/2019			Stubbers
3	Material Properties	30				Tanner
4	Component Properties	14				Tanner
5	Mass Properties Calculation	48				Ruff
6	Mass Properties Measurement	50	1/24/2019			Yanez
7	Loads	4	4/19/2019			Ruff, Yanez
8	Strength	8	8/26/2019			Ruff, Yanez
9	Structural Dynamics	6	9/20/2019			Campbell, Yanez
10	Aerodynamics	12			In final edit. 95% complete	Campbell, Yanez
11	Propulsion	10			In final edit. 95% complete	Campbell, Yanez
12	Thermodynamics	6	5/29/2019			Stubbers, Yanez
13	Space Flight Mechanics	6			In final edit. 95% complete	Stubbers
14	Crew Systems	18	2/20/2019			Lopez, Yanez
15	Power Systems	10	3/14/2019			Lopez, Yanez
16	Mathematics	12				Yanez
17	Marine Vehicles	68				Stubbers
18	Land Vehicles	8	5/31/2019		Sent to S. Matschinsky for review.	Yanez
19	Miscellaneous	6				Campbell
20	Communications	2				Campbell
	Index	4			To be submitted after all sections are completed.	Stubbers
Total		376	39%			

Note: Yellow items have been delivered to the Technical Committee for initial review.
Blue items are near-term priorities.