



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>• 18 current members on roster.</li> </ul>
<ul style="list-style-type: none"> <li>○ Chapter Project – Handbook Update</li> </ul>	<ul style="list-style-type: none"> <li>• 82% of draft complete, 1 section in final edit.</li> <li>• Now at 16 of 20 sections delivered to Tech Committee, 76% by page count.</li> <li>• Mathematics, Marine and Component Properties are largest remaining sections.</li> <li>• Need all sections to Technical Committee ASAP.</li> <li>• Goal – publish by May 2021 Conference.</li> </ul>
<ul style="list-style-type: none"> <li>○ Treasurer's Report</li> </ul>	<ul style="list-style-type: none"> <li>• Balance = \$1,977.34 (No change from last month.)</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>• Damian attended 2021 Conference Planning Mtg virtually Oct 19 and presented an update to the 2022 Conference.</li> <li>• Damian and possibly Brett Mcfarland to present papers at 2021 Conference.</li> <li>• Need more 2022 Conference Committee volunteers. Tom to check with Dell.</li> <li>• Meeting with D. Jay Feldman on Nov 20 to visit hotels.</li> <li>• Virtual Forum – Fatigue Life vs. Weight on Nov 20.</li> </ul>
<ul style="list-style-type: none"> <li>○ Training Opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Damian and Peter attended Officer's training on Nov 6.</li> <li>• Virtual Training Nov 13-14. Sign up at <a href="http://www.sawe.org">www.sawe.org</a>.</li> </ul>
<ul style="list-style-type: none"> <li>○ Mass Properties Engineering Certification</li> </ul>	<ul style="list-style-type: none"> <li>• Compiling test questions. About 100 collected so far. Need many more. Check out <a href="http://www.sawe.org/blog">www.sawe.org/blog</a>.</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>• Website: Damian update chapter news and events.</li> <li>• Handbook: Damian Sect. 11, 16; Tom 4; Peter 17.</li> <li>• Conference: Everyone to review Ops Manual for duties. Damian send Ross budget spreadsheet.</li> </ul>
<ul style="list-style-type: none"> <li>○ Next Meetings</li> </ul>	<ul style="list-style-type: none"> <li>• <b>SER Chapter Meeting – Virtual, Dec 10, Topic: TBD</b></li> </ul>

**Table 1 - SAWE Handbook Status**

**SAWE Mass Properties Engineers' Handbook Revision Status as of 11/10/2020**

Section	Topic	No. Pages (2020 Ed.)	Draft %Complete	Peer Review		Notes	Section POC	Review POC
				Entered	Completed			
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	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	9	100%	10/29/2020			Yanez	
19	Miscellaneous	7	100%	2/12/2020			Yanez	Emmett / Zimmerman
20	Communications	3	100%	11/15/2019			Campbell / Yanez	Cerro
Index		4	0%				Stubbers	
<b>Total</b>		<b>411</b>	<b>82%</b>	<b>76%</b>				

- 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.