



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 	Y
<ul style="list-style-type: none"> ○ Treasurer – Ross Campbell 	Y
<ul style="list-style-type: none"> • Former Officers 	
<ul style="list-style-type: none"> ○ President – Farid Farizy 	Y
<ul style="list-style-type: none"> ○ Treasurer – Dell Ruff 	N

Topics of Discussion	Comments
<ul style="list-style-type: none"> • Chapter Items 	
<ul style="list-style-type: none"> ○ Membership 	<ul style="list-style-type: none"> • Membership renewal s underway. • Transition of officers complete, and International notified.
<ul style="list-style-type: none"> ○ Available Funds 	<ul style="list-style-type: none"> • Ross reported current balance is \$1867.49. • Ross to check on viable banking options. • Non-Profit status for PayPal need letter from International.
<ul style="list-style-type: none"> ○ Chapter Projects 	<ul style="list-style-type: none"> • Damian updated chapter website news and events. He will show Tom how to update the website as a backup. • Damian reported that we are behind schedule for the Handbook. Sections 1, 2, 6, 7, 14 and 15 have been delivered to the International Technical Committee for review (32%). He will be setting up a lunch meeting to provide further info. Damian will be asking what can be removed from the handbook at the conference.
<ul style="list-style-type: none"> ○ Chapter Meetings 	<ul style="list-style-type: none"> • Chapter Meeting – Happy Hour - Los Bravos, June 13 @ 5:30pm. Assignments: <ul style="list-style-type: none"> ○ Location – Tom ○ Announcement - Luis ○ Food/Drink – Ross (1st Drink on Us) ○ Presentation –Damian
<ul style="list-style-type: none"> • International Items 	
<ul style="list-style-type: none"> ○ International Conference 	<ul style="list-style-type: none"> • May 18-23 @ Norfolk, VA Hampton Roads Chapter. Damian will be attending and presenting. Also Sorin Beshcia and Kathy LaCroix will be there.
<ul style="list-style-type: none"> ○ SAWE Certification Effort 	<ul style="list-style-type: none"> • Survey results are in and will be summarized at the Conference. This will be a huge effort for the Society.
<ul style="list-style-type: none"> ○ International Officer Elections 	<ul style="list-style-type: none"> • New officers to be installed at the conference. Bill Boze to become Executive Director with retirement of Ron Fox, John Hargrave (NGC) to become President.



Handbook Status by Page Count

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				Ruff
9	Structural Dynamics	6			In final edit.	Campbell
10	Aerodynamics	12			In final edit.	Campbell
11	Propulsion	10			In final edit.	Campbell
12	Thermodynamics	6				Stubbers
13	Space Flight Mechanics	6				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				TBD
19	Miscellaneous	6				TBD
20	Communications	2				Yanez
Index		4			To be submitted after all sections are completed.	Stubbers
Total		376	32%			

Note: **Yellow** indicates delivered to Technical Committee.