

AV Section AIAA Officer Meeting Minutes
12 April 2010

Open action items from last meeting:

Dave – Rocket competition check – received? cashed? Let Lydia know

Dave: get Kia and Lydia budget info

Kia: update homepage of website, add minutes, budget

Lydia/Dave/Nalin: deal with money and refunds from Symposium

Everyone: Breakdown your position's typical tasks and how long they usually take

Topics of Discussion

- We want to welcome Alethea Rucker to our membership position!
- DOE Dinner meeting, 14 April
 - Last minute details
 - § John is bringing the screen, projector, and a back up laptop
 - § Dave is coming to handle money
 - § Jeff is bringing the 2009 Rocket Competition video
 - § Lydia is bringing speaker gifts and a money box if one can be found
- **Breakdown of main section tasks**
 - **We need to re-organize and re-evaluate the division of tasks among the officers**
 - **Everyone needs to evaluate what they do on a regular basis for their AIAA position, put “time to complete” with each task**
 - **With this information we will divide tasks into positions and prepare to release the call for officer nominations**
 - **I have also sent a blank spreadsheet that I really need everyone to look at and fill in by the end of April.**
 - **At the start of May we will advertise open positions and with the information you will provide we can give our members a very good idea of what they are volunteering for.**
- Rocket Competition
 - Has been slipped to 26/27 June
 - We are trying to coordinate a base tour on 25 June with the LA section, we are having issues with the base coordinator however...

Upcoming events

- April
 - 14 - DOE dinner meeting (POC John)
- May
 - AIAA dues increase
 - Advertise open officer positions

- By-law review? (needs to be done by 2012)
- June
 - Officer turnover
 - Rocket competition (POC Scott/Jeff)
 - Base tour with LA section (POC Lydia/Paul Jacobs from LA)
- July: 29-30 Regional Leadership Conference (Dave/John/Cam/Alethea/Erik?)