

**AIAA St. Louis Section  
Council Meeting Minutes  
3 June 2004**

**Attendees Needed for Quorum (11 of 22 needed):**

Karen Copper, Mike McCoy, John Mohr, Chris Alexander, Larry Brase, Andy Hesketh [p], Bob Dowgwillo [p], Fred Roos, Gary White, Darin Haudrich, Dave Morgan, Andrew Cary, Chris Tavares

Meeting was called to order by Karen Copper at 4:30 pm.

**BUSINESS:**

- **Minutes from April and May Meetings**
  - Motion made and carried to approve minutes from April and May council meetings.
  
- **Treasurer's Report (Bob Dowgwillo)**
  - Checking        1044.52
  - Savings:        2556.12
  - CD:              1000.00
  - Total:            4600.64
  - Check from the catering event at Wash. U. was paid by both Wash. U. and the Council. The Council check was returned by the caterer
  - No funds for May section meeting have been received. (Gary had them at the end of the meeting)
  - Karen needs Trivia Night numbers
  - Year end report and audit have not been completed.
  
- **May 20 Program review**
  - By Karen's estimations, 35 attendees were at the meeting (32 nametags + ~6 others – no shows)
  - AIAA Strategic Plan feedback - Presentation's slides need to be improved (text was too small)
  - **Everyone needs to review the Strategic Planning Website by next meeting (log on to the members section and then select the Strategic Plan button)**
  
- **Year-end Reports *DUE by 30 JUNE***
  - All reports are to be electronically submitted to the AIAA website. Please request an email confirmation that report was received.
  - Required Reports: [mandatory to obtain section CAT I rebate funds]
    - Treasurer's Report (Dowgwillo) – unfinished:  
<http://www.aiaa.org/forms/auditbudget03.xls>  
<http://www.aiaa.org/forms/auditbudgetinstruct.doc>

- Section Annual Report (White) – unfinished. **All individual reports need to include an executive summary to provide for SAR by 11 June:**  
<http://www.aiaa.org/forms/annrpt03.doc>
- Committee Reports: [Money available for 1, 2, or 3 place reports]
  - Career Enhancement - <http://www.aiaa.org/forms/carenh03.doc>
  - Communications (Morgan) - <http://www.aiaa.org/forms/commawrd03.doc>
  - Membership (Cheng) - [http://www.aiaa.org/forms/mbrshpawd03\\_04.doc](http://www.aiaa.org/forms/mbrshpawd03_04.doc)
  - Precollege Outreach (Copper) - <http://www.aiaa.org/forms/precollawrd03.doc>
  - Public Policy (Holly) - <http://www.aiaa.org/forms/pubpolawrd03.doc>
  - Young Professional (Car) - <http://www.aiaa.org/forms/ypawrd03.doc>
- **Nominations**
  - Vice Chair – Dale Pitt
  - Secretary – Chris Tavares
  - Treasurer – Bob Dowgwillo
  - Advisors – Mike McCoy/Mike Swartout

(Chris Tavares to coordinate with Mike Swartout to assist with distribution of ballot)
- **Regional Leadership Conference (“Surfin’ to Success”)**
  - 15 – 16 July in Ft. Lauderdale following the AIAA Joint Propulsion Conference.
  - Please discuss attendance with your manager as soon as possible to allow Karen to submit attendee names by the registration deadline
  - Sections with first time attendees will be sent a one-time allotment of \$400.
    - Names must be submitted to AIAA by 10 June 2004
  - Registration must be completed by 25 June 2004 at  
<http://www.aiaa.org/images/PDF/RLC04program.pdf>
  - Conference to discuss Educators with Engineers program
    - Either 1-on-1 with teachers or mentoring programs with classes (K-12)
- **Council workshop to discuss ideas from RLC and 2004-2005 planning session**
  - Workshop will be one of the last two Saturdays in July or first Saturday in August - poll council
  - Please plan on being with the council for several hours
  - Be prepared to discuss what direction you would like the section to go in, what events to hold, what speakers would be valuable
  - We would like to get a full calendar of events for the section to be available for September section meeting
  - Get more scoped out with Technical Specialist program
    - Tap into the TF program here at Boeing
    - It would benefit the Boeing TFs as well as the Technical Specialist program
    - We have support from executives
    - TFs have a charge number that is available for use for setting up presentations
  - Executive support

- Karen has posed the question with Dick Pinkert and Jim Albaugh about what impact AIAA has had on their career. This could possibly go in BNN
- Larry has posed the question of what they can do for young professionals and new hires to help them.
- **Addition of Council member**
  - Professional Society Liaison
    - Possibly wrap into the duties of the vice-chair

### **COMMITTEE REPORTS:**

- **Arrangements (Chris Alexander)**
  - No report
- **Attendance (Darin Haudrich)**
  - No report
- **Career Enhancement (Mike/Gary Renieri [tentative])**
  - No Report
- **Education (Mike Swartout)**
  - No Report
- **Historian (Fred Roos)**
  - 1904 World's Fair Aero Concourse (host of first aviation competition) has been named a historical event by AIAA
- **Honors and Awards (Andrew Cary)**
  - No Report
- **Membership (Peter Cheng)**
  - National new member listing available
  - 10 new Educator Associates
- **Newsletter (Dave Morgan)**
  - Karen needs to provide a blurb and pictures from the last three events as well as submit an incoming president's corner
  - Deadline for articles for next issue is 15 June 2004
- **Pilot Education (Andy Hesketh)**
  - Annual Pilot's Safety Course
    - Missouri Certified Flight Instructors and Flight Safety event
    - AIAA has been a driving force in the past
    - Would it be able to bring this event back to Boeing in the cafeteria of BLDG 33?
  - Missouri Pilot's Association

- Would it be possible to entertain a joint meeting?
- **Pre-college Outreach (Tim Williams)**
  - No report
- **Program ()**
  - No report
- **Public Policy (Mark Holly)**
  - No report
- **Publicity (Carrie Kniker)**
  - No report
- **Service Projects (Tom Mroczkowski)**
  - No report
- **Tech Specialist (Dale Pitt)**
  - No report
- **Webmaster (John Donigan)**
  - No report
- **Young Members (Trent Duff)**
  - No report
- **Young Professional Awards (Dwayne Car)**
  - No report
- **Strategic Planning (Larry Brase)**
  - Larry continues to visit the various Engineering Directors and Department Heads
  - Larry is currently discussing the benefits of AIAA membership with Ernie Wattam, Electronic Systems Engineering (ESE) Divisional Director
  - Larry is requesting any feedback on the May 20 Program with AIAA President Don Richardson (see above) or responses about AIAA's influence from Jim Albaugh or Dick Pinckert
- **Advisors (Mike McCoy, John Mohr, David Riley, Mike Swartout, Larry Brase)**
  - No report

Next meeting will be the Council Workshop

Karen Copper adjourned the meeting at 5:28 pm.