

**DRAFT AGENDA & MINUTES
SAN FRANCISCO SECTION COUNCIL MEETING**

TUESDAY April 1, 2003 at 5:30PM at

**NASA Ames Research Center
Building 210 Conference Room 115
Moffett Field, CA. 94035-1000
Dial in Phone (650) 604-3391**

In attendance:

- | | | |
|-----------------|-----------------|------------------------------|
| ✓ Seth Kurasaki | ✓ Norm Bergrun | ✓ Katrina Thompson (dial in) |
| ✓ Fanny Zuniga | Larry Chien | Corky Lakin |
| Roger Martinez | Prasad Gogineni | ✓ Bruno Geffrion (dial in) |
| ✓ Rick Kwan | ✓ Todd Farley | ✓ Eric Mueller |
| Gano Chatterji | Steve Jaeger | ✓ Juanita Ryan (dial-in) |
| Matt Jardin | | |

Old Business

- Approve minutes from previous meeting.
- Comments on possible areas for Section and/or Council improvement provided last month
 - Improving Press relations. May need some kind of Public Affairs person to cover this area.
 - More involvement by Student Branches (See Evolution of Flight activity)
 - Fundraising
 - Membership
 - Galileo Memorial Scholarship database.

New Business

On-line Committee

- Updated main page for March dinner meeting and STEP tech seminar
- April's dinner page, calendar and past calendar to follow soon, FFMF page. Eric will notify Katrina about the date by email.
- On-line editions of newsletter need to be added. Rick needs to get the middle page inserted.
- Jedi Padawan selection –None yet.

Bruno Geoffrion Report

Bruno reported that he had been contacted by ASME and AiChE to jointly feature web-links or emails for cross publicity of events. The main focus was on AiChE's annual Symposium to be held in South San Francisco later this month. The topic will be "Emerging Trends in Biotechnology." It is probably too late for us to do anything about it this year but we should be able to begin something for their next Symposium next year. Bruno says that he will take the lead in this to see what we can do.

Chairman's Report

- We will need to do a membership drive shortly.
- Dr. Robert Rosen is writing a Leadership article for the newsletter. The article is expected by May and can be put into the June – July issue.
- Hiller Museum deposit for June Meeting due 5/23/03
- Determination of amount of funds available in Galileo Scholarships and the number of scholarships we can give this year.
- Elections for new Officers need to be held.

- May Section Council Meeting at Norm's house. Date selected to be May 10th. Fanny has commitment on 3rd and Katrina is available 1st 3 Saturdays. Subject of meeting to be: Annual Report, Up-Grade Applications.

Vice-Chairman's Report

Fanny reports that she has obtained Bill Chana from the San Diego Section for the December speaker.

Treasurer's Report

- Statement Ending March 31, 2003.
- Checking \$11,937.44 Savings \$ 7,980.25
- Major income and expenses

Programs Committee

- ~~(Confirmed) 27 March (Wyndham Gardens) – Howard Goldstein will talk about the History of Spacecraft Thermal Protection Research at Ames. Due to the current interest of this subject, it was decided that this should be an AIAA members only meeting due to limited seating. We will need to advertise this in the newsletter.~~
- (Confirmed) 24 April (Wyndham Gardens) – Kevin James, Wind Tunnels.
- 22 May (Wyndham Gardens) – “When will we discover the Extraterrestrials,” Dr. Seth Shostak, SETI. This is the month when we have the Galileo Memorial Scholarships for the High School essay contest winners
- (Confirmed) 26 June (Hiller Museum) – Honors and Awards Dinner Meeting. AIAA Distinguished Speaker Roger Launius, NASA Historian. Costs & Other things.
- (Confirmed) 24 July (Wyndham Gardens) – **Norm Bergrun on Voyager and Apollo missions**
- Corky has submitted a request that we do a dinner meeting on SIRTf since they will be launching it this month.

Evolution of Flight Committee

- Gano, Rick and Eric will be getting together to discuss the DVD. Seth has checked off several names from Gano's list and sent it on to Ed Schilling to begin the interviews.
- Rick needs to identify the video production equipment needed for this and future interviews.
- Ames is planning a November dinner featuring the DVD. The dinner meeting will be a joint effort with the SF Section and they have already reserved the Hiller Museum for this.
- NASA Ames Summer Lecture Series Section involvement. Seth and Fanny in discussions with Education Office Art Fluter for speakers. Seth has identified Alex Jefferson and Juanita as possible speakers. Venue may be the MTCC but due to the increased security, Ames Education Office may look for other locations.
- Ames is also looking to feature the DVD at the Kittyhawk Celebration in December. Ames' Leslie Mogford is the POC for this.

Pre-College Committee

* My students have committed to make centerpieces for the June dinner. How many?

- Seth has requested 12 Centerpieces for the June Dinner meeting at the Hiller Museum
- Juanita will send the Section the receipt for the ice cream social for her kids that made the centerpieces for the SVEC banquet.
- 5/3/2003 @ McClellan AFB. Steve Jaeger speaker
- 6/7/2003 Astrobiology seminar.

Technical Activities Committee

- The Technical meeting featuring Dr. Paul Worden on the STEP program was attended by about 12 persons. A Section meeting report needs to be prepared to be sent in.

Newsletter Committee

- Insert Report

Public Policy Committee

- The grass roots road show dates need to set and put into the newsletter and sent out by email announcement. Road show schedule needs to be advertised in the newsletter. So, the road shows will begin three weeks after the next newsletter is mailed. We will also advertise them electronically. The presentation is ready to go. Planned venues include Ames, Lockheed, Loral, Livermore and Sacramento. Todd wants to start with the Sacramento Section, or another location.
- Seth has asked Todd to do at least one Grassroots seminar this month and one next month.

Membership Committee

- Membership Recruitment
- The membership numbers are as follows:

<u>March</u>	<u>Total</u>	<u>New</u>	<u>In</u>	<u>Out</u>	<u>2 Mo. Past</u>	<u>Drop</u>	<u>Undeliverable</u>
<u>Professional</u>	1231	14	4	6	12	5	7
<u>Student</u>	94	1	1	1	0	0	1

Young Professional Committee

- Eric is preparing the next FFMF meeting. The date still needs to be set.

Honors and Awards Committee

- Insert Report

Career Enhancement Committee

- Insert Report

Education Committee

- Eric is preparing an email for distribution to the local universities soliciting names of professors to be included into the DVD.

ACTION ITEMS (Line through indicates completed actions. Previously lined through action Items have been deleted since they appear in last month's report)

1. Open Posts to be filled as possible
 - Secretary
 - Membership
 - Education
 - Honors and Awards
 - Career Development Officer
2. Seth and Fanny to seek funds for June meeting in October and December dinner 2003 dinner in April before Evolution of Flight funds expires in April 2003.
3. Rick – Has action to improve CGI script for taking reservations; “train a young trustworthy Jedi Padawan” in the ways of UNIX systems;
4. REVIEW WORDING OF EDUCATION OFFICER AND PRE COLLEGE OUTREACH OFFICER TO ENSURE THAT THERE IS NO CONFLICT BEFORE GOING TO THE GENERAL MEMBERSHIP FOR AMENDING THE BY-LAWS.
5. Todd - determine Ames (facility/site) for possible historic site. Nominations due 12/31/03.
6. Action Items for possible areas for Section and/or Council improvement
7. Rick to process AIAA student applications. Karl Schultz's app has been sent in.
8. Dr. Robert Rosen newsletter Leadership article due before next newsletter deadline.
9. Need a hotel name, address and phone number for Roger Launius. He has Powerpoint presentation so we will need audio visual equipment to support this (Prasada).

10. We will need to do a membership drive to recruit members for the Council. Suggestions as to how to do this need to be sent it and discussed.
11. DO-178 has been raised as a possible technical seminar by Rick Kwan.
12. Grassroots road show at Ames. Dates need to be set.
13. Education will work with Evolution of Flight to pursue the Stanford student connection.
14. SIRTf suggested as possible Dinner meeting subject (Corky)
15. Vote for your choices for the 2003 elections!
16. Rick to identify and purchase equipment for Evolution of Flight.
17. Seth to submit letter for remaining Evolution of Flight monies.
- 18.

OTHER BUSINESS

Daylight Savings time arriving first Sunday in April. Don't forget to set your clocks ahead!

Close of Business

Meeting adjourned at 6:50 PM

NEXT MEETING TO BE on

April 10, 2003

Dr. and Mrs. Norm Bergrun

28865 St. Francis Road

Los Altos Hills, CA. 94022

12PM – 3PM (approx)

Pot Luck

Seth will bring a BBQ grill and some things to BBQ.

Meeting will include discussion on

1. Transition to new Chair
2. Contents of Annual Report
3. Applications for membership upgrades
- 4.

Seth Kurasaki
Chair