IEEE Buenaventura Section

OpCom Meeting Minutes

# September 26, 2016

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| Simi Valley, CA |

## Attendees

Ali Alhatrashi

Doug Askegard

Cristian Cismaru

Reza Firoozabadi

Darrell Gooden

Gary Hughes

Nathalie Gosset

Li Huang

Deron Johnson

Jerry Knotts

Bob Rumer

Sana Sarfraz

Chuck Seabury

The meeting was called to order at 6:45 PM.

## Minutes from Previous Meeting

Minutes from the August 29 meeting were accepted as submitted.

## Review of Budget and Expenses

Treasurer's report and section actuals were reviewed, and accepted as submitted.

Items to note:

* We have a credit card on file with Conejo Awards, but you need to make sure that copies of the receipts get to Sana. This is an audit requirement.
* Nathalie is preparing to request the remainder of the funds from the IEEE Foundation grant, ($8165), but we need to spend about $1165 by the end of the year.
* The fall mixer cost about $1600.
* Doug reminded us that we need to limit speaker gifts to under $25. This is an IRS requirement. Special awards (e.g. plaques engraved with the recipient's name) are not necessarily subject to this limit.

## Nominating Committee

No responses were received from the Call for Nominations. The committee is looking for suggestions. If you know someone (or are someone) interested in one of the ExCom positions, let us know.

## Chapter Reports

We were asked to share one success story, and one piece of advice for other chapters.

Computer (Deron): Had a good lineup of speakers this year. Need to recruit more officers.

Entrepreneurship (Darrell): The group has started to coalesce. Advice is to stay involved.

Aerospace (Sana): They have a good program set up through fall. Doug and Sana are active officers.

ComSoc (Li): The 3-part series by Dr. Sklar was particularly well received. Advice is that it is okay to ask more of speakers (e.g. references for other speakers

ED/CAS (Cristian): They have been successful in reinvigorating the chapter, but they need more volunteers. The Skyworks CTO has been sponsoring them.

EMBS (Bob): The chapter has a good schedule of talks. Advice is to book speakers ~6 months ahead if possible. They have about 6 active volunteers.

MTTS (Chuck + E-mail from Tom Campbell). When bringing in a younger officer, you need to spend time in training. Need someone that is outgoing to greet members that do attend, and need someone willing to reach out to the list of possible speakers.

Photonics (Gary): Had success recruiting speakers from their volunteers.

Robotics (Ali): Have a relatively new set of officers this year, but will be ending up with as many or more events than last year. Advice is to use all of your volunteers to recruit speakers.

The group felt we need another "sticky note" exercise, to capture each chapter's speaker plans for the next 6 months or so.

## Section Updates

The fall mixer was well received.

The feedback from the green pepper field trip was very positive. There were five scientists that discussed "engineering a better green pepper." The logistics were very difficult though.

"Beam Me Up" Fall Fundraiser: Reza is chair. He has lined up 5 or 6 panelists from JPL. The theme will be how Star Trek influenced their careers.

Nathalie showed us some of the giveaways for the upcoming "Players of the Light" event to introduce middle school girls to STEM opportunities. Darrell, Doug, and Nathalie will be involved in the parents program. There will be nine different workshops for the students.

Meeting was adjourned at 8:10 PM.

## Next Meeting

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| Date/Time | October 24, 2016, 6:30 PM |
| Location | Home of Nathalie Gosset and Doug Askegard, Simi Valley |