**Date**: January 29, 2018

**Time**: 6:30 - 8:00

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
| Cristian Cismaru | Dhruv Roy | Stephanie Knotts |  |
| Darrell Gooden | Howard Turner | Viswa Prapurna |  |
| Deron Johnson | Jerry Knotts |  |  |
| Doug Askegard | Nathalie Gosset |  |  |

# Calendar of Section events

<http://www.ieee-bv.org/conferences-and-events/>

# Calendar of Chapter Meetings

<http://www.ieee-bv.org/chapter-events/>

# Minutes from Previous Meeting

Minutes were accepted

**Review budget and approve subsequent month expenses**

* A motion was made and approved by unanimous vote to release the funds allocated for February expenses according to the Nov 2017 OPCOM approved budget. They are for the Mar 4 Officers recognition event, the admin costs for the section and for the co-share of room rentals at CLU.
* March expenses will be approved at the Feb OPCOM meeting.
* We went over section balance that is in healthy condition.
	+ Chapters balances are all positive ranging individually between $500 and $4K.
* It is that time of the year for chapters to solicit their societies to request financial support.

**Officers Team**

* Viswa will take the function of booking CLU room a function that Deron held until now.
	+ Please send him your requests for meeting rooms
* The Treasurer function - new volunteer welcome to release Sana from the function. Sana plans to start a YP group under our Section.

**Reminder to keep vTools updated**

* Our meeting reports to IEEE are up to date; thanks to the diligence that Howard did to ensure that all our events have been recorded.
	+ All chapters have at least 6 events recorded under their name that will ensure full IEEE rebate to the chapters.
	+ We have 84 IEEE events recorded for our Section in 2017.
* Howard encourages the chapters to tighten their diligence in filing the mandatory meeting report to make it easier at the beginning of each year to show the level of activities of all the IEEE BV chapters.
	+ It took some work to reconstruct from event announcements and registration lists.

**Tentative dates for 2018 Events**

* Officers and volunteer recognition event
	+ **Sunday March 4, noon – 2:30**
	+ IEEE EOY and POY award presentation, IEEE scholarship presentation, and possibly teachers-meet-IEEE
* Senior Elevation
	+ **Saturday March 17, 9 – 11AM**
* Spring Mixer
	+ **Thursday May 3, 6:30 – 8:30 PM**
* Summer Mixer
	+ **Thursday July 19 - 6:30 pm - 8:30 pm**
* Fall STEM Event
	+ **Saturday October 6, 8 AM – 3 PM**
* Robotics League
	+ **TBD, October**
* Fall Mixer/Fund raiser event
	+ **Thursday November 1,- 6:30 pm - 8:30 pm**

**Engineer of the Year and Project of the Year**

* Peter Grandsard was nominated and voted the 2018 IEEE BV EOY
* The CSUN CubSat project was nominated and voted the 2018 IEEE BV POY
* Awards will be presented on Mar 4th at the IEEE recognition event.

**IEEE BV Scholarships**

* We will present IEEE scholarship(s) to engineering college student(s) from Ventura County at the IEEE Mar recognition event.

**STEM Events**

* CLU Allies STEM Expo, March 23
	+ Deron is leading the IEEE participation team
	+ High school students will be at CLU that day
	+ Mirwais, Doug, Darrell also will attend.
* Ventura County Science Fair, March 23 and 26 for the awards ceremony
	+ Darrell is leading the IEEE participation team
	+ Next step is to get a request to IEEE for participation
* MATES STEAM Night, February 22 5:30 – 8 PM
	+ Seeking volunteers

**2018 OpCom Meeting Schedule**

* **May Meeting on Monday May 21st. The last Monday is memorial day**
* **No Meeting in June**
* **Section Chair for August to December are tentative**

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**Next Meeting: February 26**

* Chairperson: Bob