**Date**: January 27, 2020

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

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
| Chuck Seabury | Howard Turner | Reza Firoozabadi |  |
| Darrell Godden\* | Jerry Knotts | S.K. Ramesh |  |
| Deron Johnson | Karl Geiger | Stephanie Knotts |  |
| Doug Askegard | Nathalie Gosset |  |  |

\*by phone

# Event Scheduling

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Schedule** | **Chapter** | **Location** | **Contact** |
| 1st Tue of month | Entrepreneurship | Hub101 | Doug A. |
| 1st Wed of month | RAS/IAS | CLU | Viswa P.R. |
| 2nd Tue of month | Communications | Skyworks | ?? |
| 2nd Wed of month | Computer | La Reina | Deron J. |
| 3rd Tue of month | Microwave | Skyworks | Cristian C. |
| 3rd Thu of month | Aerospace | Hub101 | Doug A. |
| Last Mon of month | Section OpCom | Nathalie & Doug’s | - |
| Last Tue of month | ED/CAS | Skyworks | Cristian C. |
| Last Wed of month | EMBS | CLU | Viswa P.R. |
| Last Thu of month | Photonics | Hub101 | Doug A. |

# Calendar of Chapter Meetings

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

# Minutes from Previous Meeting

* Motion to approve passed unanimously

**Current Highlights**

* ED/CAS
  + Cristian submitted an outreach proposal to the Society on behalf of the Chapter meeting the deadline of 1/15/2020
  + The request was for $2,000
* MTTS
  + 1st meeting 24-30 attendees
  + Momin submitted request for funds from the society
  + February and March speakers are confirmed
* Entrepreneurship
  + Planning Meeting in Camarillo
  + January Hub101 talk had 15-20 attendees
  + Information for February and March meetings has been submitted
* AESS
  + 60 attendees for a presentation on the X-15 Rocket plane

**Financial Report**

* Please use the new form for reimbursements that Karl distributed.



* + Please only submit expenses for 1 project per form
* The Section does cash accounting
* May start using Concur later or in 2021
* Karl gave an overview of how income and expenses will be tracked
* The following funds will be transferred from Chapters to the Section to support STEM activities
  + RAS/IAS - $295
  + Photonics - $295
    - Doug made a motion to transfer, Karl seconded, the motions passed unanimously.
  + ED/CAS - $500
    - Karl made a motion on behalf of Cristian (he gave email approval) to transfer funds, Doug seconded. The motion passed unanimously.
* **Foundation funds** received
  + Nathalie worked to get the foundation to transfer funds early to help make it easier to accomplish initiatives
  + Last year there was a scramble at the end of the year to complete activities for the grant
  + Nathalie reminded the officers that money allocated for the initiatives under the 2020 grant can only be used ongoing during the year to fund the initiatives
  + **The foundation gave out 6 grants worldwide, 2 in the US. It is a great honor to be awarded the grant**
    - **Loud cheers to Nathalie for driving this initiative.**
  + Be mindful when creating events that the foundation grant is for anything that supports sustainability and using sustaining engineering to solve issues
  + Using the phrase “sustain or sustaining” in the included in the title to make it a little easier to keep track of events that support the grant initiative
* Karl created new email groups to make it easier to collaborate
  + Next step is to clean up the list of volunteers to reflect people that are active
  + **A request was made for officers to review the volunteer list and send Karl updates so it can be cleaned up**
    - **A soft copy will be sent after the meeting**
* Motion to approve the proposed 2020 budget was presented by Jerry, seconded by Stephanie and passed unanimously.

**Section Event Planning**

* Mixers – Tentative dates
  + Officer and Volunteer recognition – February 23, pending Hub101 and caterer availability
    - Stephanie, Deron and Karl will form a plan for the event
  + Spring 3/12
    - Nathalie and Stephanie will form a plan for this event
    - This event will include giving awards for EoY, PoY and student scholarships
  + Summer 7/9
  + Fall – 11/12
* Senior Elevation – 5/30
  + Reza will take the lead in planning the event

**Upcoming Region 6 OpCom**

* Los Angeles February 7-9
  + Each Section is expected to send at least one representative.
  + One representative in each section in R6 votes the R6 budget and participates in other R6 motions.
  + Because of the proximity of this event, anyone from the BV Section can attend as it is within easy driving distance
  + **People that attend if you see Kathy Land, introduce yourself**
    - **She is dedicated to increasing STEM programs so reinforce what our Section does**
  + Mileage and parking will be reimbursed by the section
* Registration link - [R6 OpCom Registration Link](https://events.vtools.ieee.org/m/214767)

**Upcoming Sections Congress**

* Ottawa August 21-23
* Howard found this website - [2020 Sections Congress](https://sections-congress.ieee.org/?mkt_tok=eyJpIjoiTVdRNE5XTXlZbUpsT1RreCIsInQiOiJjdXdvbkJIalJuSHdHYm13Z25oTmJuWGxvTjhvSVlVMmlBaDA3VUJGQ1FiK1B0Qkpacm5PMnkzRDdcLzcrM0d6TVZCRThvNm9xNm9hUmFObE9WemJSUnZkeGFXcjd4T0hXOUFcL3JKVmFKMlE5UFpoQmt4TExFT3RpNitqNStUcFhNIn0%3D)
* Deron will attend
* Ramesh will be there
  + He suggests that people that attend consider presenting some of the initiatives that the Section plans and executes
* Stephanie is interested in attending
* Nathalie suggests that 3 people from the Section attend

**2020 Tentative Speakers Calendar**

* **Karl** mentioned that if flyers are prepared 6 weeks before the event that it is possible to get them into public calendars.
  + For example, the Acorn, Ventura Star or other local papers
* 

**Next Meeting: February 24**