**Date**: April 27, 2020

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

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
| Bob Rumer | Chuck Seabury | S.K. Ramesh |  |
| Cristian Cismaru | Jerry Knotts | Reza Firoozabadi |  |
| Darrell Gooden | Karl Geiger | Stephanie Knotts |  |
| Deron Johnson | Mohammad Tehrani |  |  |
| Doug Askegard | Momin Quddus |  |  |
| Howard Turner |  |  |  |

\*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 |  |
| 2nd Tue of month | Communications | Skyworks | Mohammad T. |
| 2nd Wed of month | Computer | La Reina | Deron J. |
| 3rd Tue of month | Microwave | Skyworks | Momin Q |
| 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 | La Reina | Bob R. |
| Last Thu of month | Photonics | Hub101 | Doug A. |

# Calendar of Chapter Meetings

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

# Minutes from Previous Meeting

* Accepted with no changes

**Check in with Everyone**

* All healthy
* Deron will send emails to me to include in the minutes

**Current Highlights**

* [MGA Outstanding Section Award - Call for Nominations](https://mga.ieee.org/awards/mga-awards-and-recognition-program/mga-outstanding-section-awards#content)
  + Due May 15. IEEE Buenaventura Section would fall under the Medium Section category
  + Deron will look at the application and recruit volunteers to fill in various sections
  + The 2019 EAB Section Professional Development award and related nomination materials may be helpful to complete portions of the online form.
* ED/CAS
* MTTS
* Entrepreneurship
* AESS
* Membership Development
  + Email to check in with all members
    - Howard sent it 4/29/20
      * Included links to some IEEE resources
  + Follow up with members in arrears
    - There are 101 members in arrears
    - Howard will contact Life and Senior members by phone 1st
    - Other members will be contacted next
  + Two additional points when talking to people about IEEE membership
    - Dues are frozen at the current levels for 2021
    - There is a reduced cost for resources available through the IEEE Learning Network (<https://iln.ieee.org/public/TrainingCatalog.aspx>)

**Treasurer’s Report**

* No expenditures
* The last scholarship check was cashed
* Karl got Bob his reimbursement
* **Please sign up for IEEE Google suite tools**
  + **Log onto your IEEE account and set up your IEEE.ORG identity; see** [**https://www.ieee.org/membership/connection.html**](https://www.ieee.org/membership/connection.html)
  + This will allow you to see all the accounting info on-line
  + Link to the Section Google drive folders
  + Deron will put together a short document about how to access files in Google Drive. It can be a bit confusing since you need to be logged in with the correct account.
  + Monthly reports will still be available at the OpCom meeting.
    - [Chapter Budget Tracking Spreadsheet](https://docs.google.com/spreadsheets/d/1lQ1g1JLoX-qKv-dPDChtxrEKeY1xFJ5VKf9h6unoJ-k/edit?usp=sharing)
    - [Section Budget Tracking Spreadsheet](https://docs.google.com/spreadsheets/d/1k9A58FV2cbB6csIG70aPrNVaABxlyWp5vjYRX9s3oRI/edit?usp=sharing)
    - [2020 Sustainability Project Budget Tracking Spreadsheet](https://docs.google.com/spreadsheets/d/1eVTMeaqgeq_K5r6U3p6Jgk3t-5z3H8nyQBjVGErB9u4/edit?usp=sharing)

* Under current rules the foundation grant needs to be spent in 2020
  + It is possible that the IEEE board will change that due to the Covid-19 quarantine
* Motion to approve the March 2020 Treasurer’s report was presented by Jerry, seconded by Stephanie and passed unanimously.

**Upcoming Chapter Meetings**

* MTTS - April 30: WebEx Meeting
  + [RainCube](https://ieeemeetings.webex.com/ieeemeetings/onstage/g.php?MTID=e6b3c00bad2e89a4c8679e3bb01d30d79)
  + **A shout out to Momin for setting this meeting up**
* Computer Society - May 13 Tentative
  + Farmbot

**Section Event Planning**

* For upcoming local events, chapters can use WebEx if they would like, or any remote access platform they have access to
  + **There is a section IEEE WebEx account**
  + Contact Deron or Howard for information how to use it
  + It is only for IEEE business
* Mixers – Tentative dates
  + Summer 7/9
  + Fall – 11/12
* Senior Elevation – 5/30 – will be delayed
  + There was a consensus among the officers to reschedule the event
  + A big value is having in person meetings with the nominees

**Updated local documents**

* [Scheduling a Meeting in Eventbrite](https://www.ieee-bv.org/eventbrite/#main)
* [Public Meeting Setup](https://computer.ieee-bv.org/meetings/public-meeting-set-up/#main)
  + This is specific to the Computer Chapter, but feel free to use it as a starting point
* Using Google Drive with Multiple Accounts (in progress)
* Send feedback to Deron

**Meeting reports Reminder**

* It is up to chapters to submit their “L31” meeting reports
  + Going forward, the treasurer will not check if a meeting report has been submitted before issuing a reimbursement.

**Challenge from Ramesh**

* People in the BV section brainstorm ideas of companies that may be able to help meet the need for ventilators, PPE and other things
  + A note will be added to the newsletter about this
* The IEEE using the collective knowledge of standards is in a unique position to help ensure devices like repurposed ventilators and other components function as expected.

**2020 Tentative Speakers Calendar**

* **Maybe in May there can be a meeting to map out speakers for the rest of the year**
* **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
* [Calendar-2020-Jan\_June-Speakers](https://drive.google.com/open?id=1qUWeETbRE5J8KBXfgif1PFuNDTyISPaF)

**Next Meeting: June 1; will be another WebEx meeting**