**Date**: June 01, 2020

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

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | S.K. Ramesh |  |
|  | Jerry Knotts |  |  |
|  | Karl Geiger | Stephanie Knotts |  |
| Deron Johnson |  |  |  |
|  |  |  |  |
|  |  |  |  |

\*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

**Current Highlights**

* [MGA Outstanding Section Award - Call for Nominations](https://mga.ieee.org/awards/mga-awards-and-recognition-program/mga-outstanding-section-awards#content)
  + Deron submitted an application for the BV section to receive an award
* COMPUTER SOCIETY
  + June 10: The FarmBot (CS). Karl suggested making sure Nathalie is aware of this, since it has components related to agriculture robots and to STEM.
  + How to we reach out to serve members?
    - Perhaps a survey?
    - Ask for ideas on remote access events?
* ED/CAS
* MTTS
* Entrepreneurship
* AESS
* Membership Development

**Treasurer’s Report**

* Expenditures
  + StorQuest
  + Jerry suggested the section explore whether there is a discount by paying StorQuest annually instead of month-to-month
  + **Karl** will contact StorQuest.
* **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)

**IEEE Foundation Grant**

* Deron and Ramesh dialed in to the IEEE Foundation annual report webinar on Thursday
  + Update: It was a nice summary of what the foundation does.
  + Deron asked what the plan was regarding projects that were supposed to be completed by the end of the year
  + Karen Galuchie (Executive Director) said they are working with projects to extend deadlines if needed.
  + **Deron** will follow up on this with Nathalie
* Motion to approve the May/June 2020 Treasurer’s report was passed unanimously.

**Upcoming Chapter Meetings**

* MTTS -
* Computer Society
  + June 10: The FarmBot
  + Karl suggested making sure Nathalie is aware of this, since it has components related to agriculture robots and to STEM.

**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
* Fall Girls Make Tech with Heart Event
  + **Deron** has started reaching out to last year’s mentors for ideas
  + **Some things to consider for the fall event**
    - Will IEEE insurance cover us?
      * Nathalie was told that it is too soon to make a decision about in-person events.
    - What will Ventura County’s position be regarding in-person events?
    - Can we find a venue? La Reina has told Bob Rumer and I that they will not be hosting any outside organizations through the end of 2020. Understandable, since their first priority has to be the safety and education of their students. However, this would have been the venue for the fall STEM event and FIRST Lego League.
* Mixers – Tentative dates
  + **Summer 7/9 – Feedback is to cancel the event**
    - **We’ll be optimistic and plan for the fall mixer**
  + Fall – 11/12
* Senior Elevation - TBD
  + 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.

**Additional information from Ramesh**

* Some of the things that CSUN and TryEngineering are with doing
  + Produce instructional videos
  + Send materials to individuals (if they are relatively inexpensive)
  + Web conferencing on STEM event day

**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: July 27, no additional June meeting.**

**Focus topic: Start planning for 2021.**