**Date**: August 31, 2020

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

**Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
| Bob Rumer |  |  |  |
| Check Seabury | Jerry Knotts | Reza Firoozabadi |  |
|  | Karl Geiger | S.K. Ramesh |  |
| Deron Johnson | Mohammad Tehrani | Stephanie Knotts |  |
| Doug Askegard | Momin Quddus |  |  |
|  |  |  |  |

\*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 still healthy

**Current Highlights**

* COMPUTER SOCIETY
* MTTS – 19 attendees
  + Rejuvenate Aging Eye with Presbyopic Implant in the Eye (PIE)
    - An interesting talk from an eye surgeon.
    - Link to the slides are on the web site and in the latest newsletter
* ED/CAS
  + The $1300 from the technical society was received
    - Congratulations and thank you to **Cristian** for making this extra effort on behalf of the ED/CAS Chapter.
* Entrepreneurship
* AESS

**Membership Development**

* Ramesh asked about retention numbers for the section
  + **Deron and Howard** will generate a report and share the numbers
* Mohamed brought up the idea of reaching out to companies to try to get them to encourage their EE’s to join the IEEE
* To try to engage students, send the newsletter to **Ramesh**
  + He’ll forward to relevant people at CSUN

**Treasurer’s Report**

* "Responding to a question from Momin, Karl and Deron clarified how the annual rebate is allocated between the chapters and the section.  Funds remitted for chapter activities credit chapters' accounts.  Remaining funds credit  the Section's account."
* "The ED/CAS chapter's $1,300 annual chapter support rebate appeared 1 August and the Treasurer credited the ED/CAS chapter accordingly."
* The storage space rental has been increased to $100/month
  + There was discussion about it
  + The conclusion was that the only way to reduce the cost it to move the unit is moved to a new company
* Accepted with no changes
* **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**

* Deadline for spending funds has been extended until the end of 2021.

**Upcoming Chapter Meetings**

* Sections Congress
  + Deron will attend virtual sessions, and will communicate info to OpCom
  + At the February R.6 OpCom meeting a priority list was put together
    - These may be discussed at the congress
* MTTS
  + An Engineer’s Introduction to Lightweight Backpacking... Plus Local Places to Hike and Camp– September 16
  + May have a 2nd one for later in September or October

**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 BV 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**
  + The plan to do start virtual STEM event in October.
  + First workshops will be with a small number of students to work out the kinks
  + Each workshop will be repeated a few times
  + Sessions
    - Programming – Steve Case is lead
      * Chuck, Sana and Deron volunteered to help with the workshop
    - Virtual circuits/programming – Bob is the lead

TinkerCAD (An easy to use 3D CAB program that also has circuits in ) and Scratch(simple programming language used for teaching ) as alternatives to do virtual circuits/programming workshop.

* + - Other workshops
      * Discussed doing something with plotting equations using Excel or Google sheets
      * TinkerCAD to teach electronics
  + Deron invited Bob to join a call on Thursday evening that he had set up with some other STEM workshop volunteers.
  + Some members of the team were concerned about us delivering hardware kits to the students.
  + For any workshops that require hardware
    - Discussion about how to get materials to them
    - Deron suggested dropping boxes on people’s doorsteps that live a reasonable distance from him
    - Order individual kits and have them sent to each household. (Good in some cases, but might not work if we can only order items in bulk.)
    - Repackage kits, and reship to each household.
    - Deron’s comment - I can’t see how this reduces any risk, since there is actually more handling involved: Take kits out of large box, put in small boxes with packing material, take to UPS or post office, have them drop boxes on doorsteps.
    - Have parents come “somewhere” to pick up kits
      * Not clear where that would be and would require in-person interaction
    - The cost of shipping will be part of the expense for the workshop
  + Another suggestion is to have a workshop where the students write an app for their cell phone
  + **Last meeting** - Darrell suggested that BV Section should attempt to get local companies to support individual workshops for the fall 2020 event
    - Karl mentioned that he & Bridge Carney had attempted to do that years ago but it was difficult get names & contact info for company leaders
    - Doug mentioned that getting a corporation to donate to events like ours is facilitated by having at least one company employee championing the request for donation.
  + Doug suggested a sub-committee be formed to help get this online event organized, and he also volunteered to serve on it.
* Mixers – Tentative dates
  + Fall – 11/12
    - **We’ll be optimistic and plan for the fall mixer**
* 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.

**~~2020 Tentative Speakers Calendar~~**

* **~~Maybe in August 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: September 28**

**Focus topic:**