Vice President - DONE

1. Complete the multistage video by March 6th with the help of the Member at Large
2. Take on the management of an entire general meeting at least once.
3. Groom grace for presidency 2020

CFO

1. Help with the development of a Newsletter for companies with the help of the CMO
2. Make a detailed list of all the grants the club applies for each year with details and links for the future
3. Lead a second fundraising effort involving the entire club, but primarily with the seniors.
4. Get access to a live sheet of Sheri’s files so we know finances. Assist Treasurer in posting updates budget in the shop.

CSO

1. Created launch and test checklists and safety documents
2. See to it that we have the facilities for a home base field for test fires and launches.
3. Maintain a live document with all the officials of UNH and contact information. Notes on them
4. Lead the training of members on all safety related activities.

CMO

1. Lead two member recruitment presentations for freshman and sophomore classes this semester
2. Try posting once or twice a week on all social medias
3. Create and run a banger newsletter for space, seds and us
4. Assist external outreach lead to do activities outside of regular club activities.

External Outreach Lead

1. Maintain and outreach program once a month.
2. Include many members of SED
3. Pair with STEMbassadors
4. Get a professional into a general meeting once a week
5. Make SEDS more well known

Treasurer - DONE

1. Be a right hand man to CFO
2. Keep finances well known on a weekly basis.
3. Learn how to handle finances like Ross, function after he leaves next year.
4. Keep the club updated on finances weekly, updates on what was bought.

Member at large - DONE

1. Create club boards on position and what we are working on, in shop and outside shop.
2. Create a fun signup sheet for teaching the club something for 30min
3. Get people more involved, encourage participation
4. Board for what happened last meeting and what’s coming next
5. Start these boards over next week 2/14/19
6. Help Carly with newsletter