



**SAWE Southeast Region
Officers' Lunch Meeting
5/3/2018**

Attendees	Present
• Officers	
○ Director – Damian Yañez	Y
○ President – Farid Farizy	Y
○ Vice President – Tom Tanner	Y
○ Secretary – Luis Alberto Lopez	N
○ Treasurer – Dell Ruff	Y

Topics of Discussion	Comments
• Chapter Status	
○ Membership	Added 2 new members at Gulfstream. Working on more. Farid suggested that international give incentives to sign up early, and no punitive fees later.
○ Available Funds	Dell reported \$2,076.25 current balance after Happy Hour expenses.
○ Chapter Projects	Damian updated the website with a new logo, and the latest officer info, news and events. Tom offered to update our Chapter Constitution to make it current.
○ Officer Duties	Damian went through a refresher of chapter officer's duties as described in the SAWE Constitution.
○ Chapter Meetings	Planning on a lunch meeting at Gulfstream for all members in early June. Will have another Officers' meeting in late May to plan.
• International Items	
○ International Conference – Dallas, TX	Damian and Luis to attend. Damian presented a summary of some key points from the international officers' reports (see notes attached). Damian will float Farid's dues idea at BOD meeting.
• Next Meeting	Officers' planning meeting late May. Chapter lunch meeting early June.

**Highlights from International Reports**

President William Boze Huntington Ingalls	<ul style="list-style-type: none">• Updated purpose statement.• Standards Review Board now called Corporate Steering Council.• Proposed training for chapter officers.• Survey results in 2018 Winter Journal.• We haven't generated a single ANSI standard yet even though we are paying for these rights.
Exec Director Ron Fox	<ul style="list-style-type: none">• Kim Brown new Secretary of Finance.• Ron Fox retiring as ED after this term. Looking for replacement.• Decline in corporate membership.
Exec VP Rick Watkins Altair	<ul style="list-style-type: none">• Membership at 608, down from 675.• Lost company member – Leonardo Aerospace.• Still pursuing payment from 3 corporate partners.• Need better statement of SAWE value proposition.
Senior VP Ruben Gonzalez Airbus	<ul style="list-style-type: none">• No bid yet for 2021 Conference.
VP Internet Andy Brooks Lockheed Martin	<ul style="list-style-type: none">• Andy Brooks retiring. Looking for replacement.• Encouraging chapter websites.
VP Publications Bob Ridenour Retired	<ul style="list-style-type: none">• Bob Ridenour retiring, Nick Marickovich taking over.
VP Standards and Practices Andreas Schuster Retired	<ul style="list-style-type: none">• Goal to reduce RP cycle time.• Find additional sales outlets for RPs and handbooks.
VP Tech Director Bob Zimmerman Retired	<ul style="list-style-type: none">• Proposing peer review of all papers and documents.
VP Training Daniel Rowley Northrop Grumman	<ul style="list-style-type: none">• Large source of income for SAWE.• 4 classes cancelled. Now 7 being offered at conference.• Need rules for payment and IP for class authors.
VP Vendor Relations Paul Kennedy Space Electronics	<ul style="list-style-type: none">• Currently seeking additional Deputy VP.• Asking members to seek out exhibitors and sponsors.
Academic Committee Dr. Donna Gerren	<ul style="list-style-type: none">• Best Student Paper last year to U of GA.
Upcoming Conferences	<ul style="list-style-type: none">• 2018 – Dallas / 2019 – Hampton Roads / 2020 – Hamburg Germany / 2021 - ?
Membership	<ul style="list-style-type: none">• Join/Renewal on SAWE site.



Chapter Officers' Duties (from SAWE Constitution)

I) The BOARD OF DIRECTORS shall be responsible for conducting the business of the Society and shall be empowered to speak and act for the Society and to establish such policies and procedures as may be necessary for the welfare and progress of the Society. They shall be responsible for establishing and maintaining a sound, progressive policy for the Society. They shall represent the viewpoint of their chapter members and shall use the best of their talents to the end that the Society may grow and prosper and fulfill its high aims and purposes. The Board of Directors shall approve the appointment of a Vice-President/Technical Director, a Vice-President/Publications and an Executive Director.

2. Chapter Officers

a) The CHAPTER PRESIDENT shall preside at all meetings of the Chapter and of the Executive Committee. This office shall have general supervision and direction of all Chapter Officers and of its committees, and shall see that their duties are properly executed.

b) The CHAPTER VICE-PRESIDENT shall preside in the absence of the Chapter President. If the Office of Chapter President becomes vacant before expiration of term, the Vice-President shall fill the unexpired term, and the office of Vice-President shall be filled by a special election. The Chapter Vice-President shall act as Chair of the Chapter Projects Committee and shall appoint the chairmen of the various Chapter Projects.

c) The CHAPTER SECRETARY shall maintain a complete and accurate record of all Chapter meetings and all Executive Committee meetings. This office shall undertake such other Chapter correspondence as directed by the Chapter President, issue notices of all meetings amply in advance, and shall forward Chapter minutes and meeting notices to the Executive Director.

d) The CHAPTER TREASURER shall issue all notices for individual membership dues for their Chapter. This office shall be chair of the Chapter Membership Committee. This office shall maintain an accurate roster of all members of the Chapter and shall keep the Executive Director informed of all matters relating to Chapter Membership. They shall maintain the funds and financial records of the Chapter and shall receive and disburse funds as directed by the Executive Committee. They shall maintain a simple system of financial accounts and shall require receipts for all expenditures. They shall transmit to the Executive Director all dues and fees obtained by the Chapter, less the portions thereof that are assigned to the Chapters as provided in Article VIII, 2. He shall, when directed by the Executive Committee, petition the Board of Directors for additional funds to be used for the purpose of carrying on the Chapter projects or essential business for which the Chapter funds are inadequate. He shall be a member of the International Membership Committee.