



Attendees	Present
• Officers	
○ Director – Damian Yañez	Y
○ President – Tom Tanner	Y
○ Vice President – Ben Flood	Y
○ Secretary – Luis Alberto Lopez	N
○ Treasurer – Ross Campbell	N
• Members and Guests	
○ Peter Stubbers	

Topics of Discussion	Comments
• Welcome	
○ Notes	• Meeting held at Tijuana Flats, Pooler, GA.
• Chapter Status	
○ Membership	• 19 Members on roster.
○ Chapter Project –Handbook Update	• Now at 14 of 20 sections delivered to Tech Committee, 46% by page count. 2 more sections in final edit. • Need all sections to Technical Committee by Feb 29, 2020. • Goal – complete by May 2020 International Conference.
○ Treasurer's Report	• Balance = \$1,759.84. • Bank name changed to Truist.
• International Topics	
○ International Conferences	• 2020 Conference May 23-28, Hamburg Germany. • Peter's buoyancy paper is in the announcement. • Our chapter was requested to submit a bid for hosting 2022 conference. Bid presentation in work.
○ Mass Properties Engineering Certification	• Damian is supporting semi-monthly telecons.
○ Academic Liaison	• Looking for volunteer.
○ Awards	• Nominations due March 1.
• Close	
○ Next Actions	• Damian to update chapter website news and events. • Ben to finish Bid presentation • Dell to finish Section 5; Damian Sections 3, 11, 16, 19; Tom 4; Peter 17.
○ Next Meetings	• <b>1st Quarter Chapter Meeting, Mar. 12 @ 11:30am</b> ○ Location: Gulfstream Lift CR – Damian ○ Presentation Topic – Completions – Ben/Tom ○ Announcement – Damian/Luis ○ Food - Tom

**Table 1 - SAWE Handbook Status**

Section	Topic	No. Pages (2008 Ed.)	Peer Review Entered      Completed	Notes	POC
Front material		16		To be submitted after all sections are completed.	Yanez
1 Units		18	1/24/2019		Yanez
2 Section Properties		20	1/24/2019		Stubbers
3 Material Properties		30		In final edit. 95% complete	Yanez
4 Component Properties		14			Tanner
5 Mass Properties Calculation		48			Ruff
6 Mass Properties Measurement		50	1/24/2019		Yanez
7 Loads		4	4/19/2019		Ruff, Yanez
8 Strength		8	8/26/2019		Ruff, Yanez
9 Structural Dynamics		6	9/20/2019		Campbell, Yanez
10 Aerodynamics		12	2/11/2020		Campbell, Yanez
11 Propulsion		10		In final edit. 95% complete	Campbell, Yanez
12 Thermodynamics		6	5/29/2019		Stubbers, Yanez
13 Space Flight Mechanics		6	11/15/2019		Stubbers, Yanez
14 Crew Systems		18	2/20/2019		Lopez, Yanez
15 Power Systems		10	3/14/2019		Lopez, Yanez
16 Mathematics		12			Yanez
17 Marine Vehicles		68			Stubbers
18 Land Vehicles		8	5/31/2019	Sent to S. Matschinsky for review.	Yanez
19 Miscellaneous		6	2/12/2020		Yanez
20 Communications		2	11/15/2019		Campbell, Yanez
Index		4		To be submitted after all sections are completed.	Stubbers
<b>Total</b>		<b>376</b>	<b>46%</b>		

Note: Yellow items have been delivered to the Technical Committee for initial review.

Blue items are near-term priorities.