



| Attendees | Present |
|----------------------------------|---------|
| • Officers | |
| ○ Director – Damian Yañez | Y |
| ○ President – Tom Tanner | N |
| ○ Vice President – Ben Flood | Y |
| ○ Secretary – Luis Alberto Lopez | Y |
| ○ Treasurer – Ross Campbell | Y |
| • Members and Guests | |
| ○ None | |

| Topics of Discussion | Comments |
|---|---|
| • Welcome | |
| ○ Notes | • Meeting held at Tijuana Flats, Pooler, GA. |
| • Chapter Status | |
| ○ Membership | • 19 Members on roster. • Damian sent out reminder for everyone to update their profile on SAWE.org. |
| ○ Chapter Project –Handbook Update | • Now at 12 of 20 sections delivered to Tech Committee, 41% by page count. 2 more sections in final edit. • Need all sections to Technical Committee by Dec 2019. • Goal – complete by May 2020 International Conference. |
| ○ Treasurer's Report | • Balance = \$1,847.40. • International payment complete. |
| • International Topics | |
| ○ International Conferences | • 2020 Conference May 23-28, Hamburg Germany. • Our chapter was requested to submit a bid for hosting 2022 conference. Ben and Ross will lead this effort. Will need many volunteers. • Bid presentation in work. |
| ○ Mass Properties Engineering Certification | • No updates to report. • Damian is supporting monthly telecon. |
| ○ Academic Liaison | • Looking for volunteer. |
| ○ Recommended Practices | • RP-7 update out for public comment and review. We should take a look and give feedback. |
| • Close | |
| ○ Next Actions | • Damian to update chapter website news and events. |
| ○ Next Meetings | • 4th Qtr Chapter Meeting / Dinner Dec. 12 @ TBD ○ Location TBD – Luis ○ Presentation Topic – Aircraft Buoyancy – Peter Stubbers |

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 | | | Tanner |
| 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 | | In final edit. 95% complete | 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 | | | Campbell |
| 20 Communications | | 2 | 11/15/2019 | | Campbell, Yanez |
| Index | | 4 | | To be submitted after all sections are completed. | Stubbers |
| Total | | 376 | 41% | | |

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

Blue items are near-term priorities.