

**CANAVERAL COUNCIL OF TECHNICAL SOCIETIES
547rd EXECUTIVE BOARD AGENDA
February 11, 2009; 5:00 PM**

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| 1.0 | Introduction by Chairman | Daniel DiDomenico |
| 2.0 | Vice Chairman's Report | Jerry Johnson |
| 3.0 | Secretary's Report | Chris Han |
| 4.0 | Treasurer's Report | Rich Kiefer |
| 5.0 | Credit Card Report | (Closed) |
| 6.0 | Society Announcements | All |
| 7.0 | Unfinished Business | |
| 8.0 | Committee Reports | |
| 8.1 | By-Laws | |
| 8.2 | Publicity (includes Display Board) | |
| 8.3 | Outreach Education, Projects | |
| 8.4 | Membership | J.P. Anderson? |
| 8.5 | Long Range Planning and Goals | Open |
| 8.6 | Conference & Seminars | |
| 8.7 | Awards | Bill Macdonald? |
| 8.8 | Management and Budget | Jim Johnson? |
| 8.9 | New Projects | J.B. Kump? |
| 9.0 | Special Committee Reports | |
| 9.1 | Computer/Web site | Al Kollar |
| 9.2 | Orientation | |
| 9.3 | Historian | Bill Macdonald |
| 9.4 | Engineers Week Banquet | |
| 9.5 | Holiday Dinner | |
| 9.6 | Hospitality | Dave Krigelman |
| 9.7 | Investments | Dick Russell? |
| 9.9 | Condo | Dick Russell? |
| 9.10 | Office | Bill Hoskins; J.P. Anderson? |
| 9.11 | Grants | Ted Hartselle? |
| 10.0 | New Business: | |
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| 11.0 | Adjournment | |

**Canaveral Council of Technical Societies
Minutes of the 547rd Executive Board Meeting
Wednesday, February 11, 2009
CCTS Board Room
At 5:00 p.m.**

1.0 Introductions – Daniel DiDomenico.

Dan called the meeting to order at 5:00p.m. Self-introductions and society announcements were made with 10 out of 21 member societies represented. A sign-in sheet circulated around the room and the results are attached at the end of these minutes as the official record of attendees.

2.0 Vice-Chairperson’s Report – Jerry Johnson.

No New Business

3.0 Secretary’s Report – Christopher Han. No New Business since Chris Han was unfortunately unable to complete the minutes from last meeting, due to technical difficulties.

4.0 Treasurer’s Report – Rich Kiefer.

Treasurer’s report was submitted by email and any questions was directed to Dave Krigelman, over the phone. A motion was made to accept the minutes by Bill MacDonald and Andy Anderson to accept the report and the motion was passed by the majority. It was also recommended by Dave that Jerry Johnson and Chris Han get signature authority to the checking accounts.

5.0 Credit Card Report – Dave Krigelman – No Report

6.0 Society Announcements – Member Societies. Society announcements were conducted and discussed by all representatives present.

7.0 Unfinished Business.

8.0 Committee Reports – No Report.

8.1 By-Laws – Open.

Proposed revisions were submitted by Chris Han, to the By-Laws. It was reviewed and proposed, previously, by Jim Johnson and Executive Board, that we should take out the awards from the By-laws or Section IX.C.7.B. Chris Han will go ahead and make these new changes and resubmit it next meeting.

8.2 Publicity – JB Kump. No Report

8.3 Outreach Education, Projects – Jim Johnson

8.4 Membership – Elinor Thaxton.

INCOSE has repaid membership for another 5 years.

8.5 Long Range Planning and Goals – Open.

8.6 Conference and Seminars – Open.

8.7 Awards – Bill Macdonald.

An Awards banquet was is set for February 19, 2009 at the Cocoa Planetarium and will be catered by Pumpnickels. A 136 invitations were sent out and we have about 41 people registered, including AIAA, who is hosting this event. We have at least 1 table, to-date, paid for by IEEE-Melbourne. We are expecting at least 1 more table of 8. There will be 4 awards given: the Tal Web Award, AIAA Award, CCTS Achievement Award, and CCTS Technical Achievement Award. The award nominations has been extended until February 12, 2009, after an extension from February 9, 2009

8.8 Management and Budget - No Report

8.9 Education, Vocational, and New Projects – Open. No report.

9.0 Special Committee Reports. - No Report

9.1 Computer/Web site – Al Koller.

The online registration is working out well for something that was created, so quickly.

9.2 Orientation – Open

We should start thinking about Orientation for this year now. Dan is asking for a hosting society by next month's meeting.

9.3 Historian – (Open). No report.

9.4 Engineers Week Banquet– (Open).

There were some problems with the registration for the awards banquet; but just on the payment side. Dan was able to get a count of all parties that were registered. We can get final payments at the door, on February 19, 2009.

We are looking to get this event finalized. It is suggested that either the Treasurer or Secretary head the registration table. We also need to get a speaker adapter.

9.5 Holiday Dinner – (Open).

We should start thinking about Holiday Dinner for this year now. Dan is asking for a hosting society by next month's meeting.

9.6 Hospitality – (Open). No report.

9.7 Investments – Dick Russell.

It was originally planned to take out about \$10,000 to \$15,000 a year out, which would have been covered by the estimated 2.7% dividend payment. However, with the recent market the dividend payment is not estimated to be that much, which is starting to hurt us.

9.9 Investments – Dick Russell.

9.10 Office – Bill Hoskins; J.P. Anderson.

9.11 Grants – Ted Hartselle.

Ted is looking for an estimated budget for High School Space Congress to see if he can get grants to run this event. The organizations that give out grants would like to give it for specific events.

10.0 New Business.

Please contact Dan to get what you want to discuss placed on the agenda.

11.0 Adjournment.

A motion was made by Daniel DiDomenico to adjourn the meeting; the motion was seconded by Andy Anderson and approved by majority vote at 6:26 p.m.

The next meeting will be the 548th CCTS meeting scheduled for March 11, 2009 at 5:00 p.m.