

**CANAVERAL COUNCIL OF TECHNICAL SOCIETIES  
546<sup>rd</sup> EXECUTIVE BOARD AGENDA  
January 14, 2009; 5:00 PM**

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

**Canaveral Council of Technical Societies  
Minutes of the 546<sup>th</sup> Executive Board Meeting  
Wednesday, January 14, 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 11 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. Also, remembrance went out to the passing of our first Chair-person, Jack Wiles.

**2.0 Vice-Chairperson’s Report – Jerry Johnson.**

No New Business

**3.0 Secretary’s Report – Christopher Han.**

Dan submitted and reviewed the minutes from the last official meeting, November 2008. Dan DiDomenico and Andy Anderson motioned to accept the minutes as amended. The motion was passed.

**4.0 Treasurer’s Report – Rich Kiefer.**

Treasurer’s report was submitted, for November of 2008 and was accepted into the record, with the Secretaries minutes from November 2008. Next the Treasurer’s Report for December 2008 was submitted and questions were taken. The Treasurer responded that he did not think we would need another transfer from the Investment account and turned to the current budget to prove his point. A motion was made by Andy to accept the report. The motion was passed.

**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.**

Chris Han was re-informed about his duties to update the By-Laws, which at the time was to only update Article IX Section 2.C.7.B from “This award shall be presented to one graduating senior from each high school” to “This award shall be presented to one graduate from each Middle/Junior High school.” I promised to have it done by next meeting.

**8.2 Publicity – JB Kump.**

Jim Johnson mentioned that the vote to let CCTS on the Brevard School Foundation would be taking place that night.

**8.3 Outreach and Education, Project – Open.** No Report

**8.4 Membership – Andy Anderson – Elinor Thaxton.** No Report

Dan has an action to contact the member societies that need to renew their dues. He estimated that it was around 5, which need to be contacted. This item is left open.

**8.5 Long Range Planning and Goals – Open.** No Report

**8.6 Conference and Seminars – Open.** No Report

**8.7 Awards – Bill Macdonald.**

Reviewed a letter that was sent out to 136 entities in the area, through the US Mail system, This letter called for nominations for the following awards: These awards included: the Tal Web Award, an AIAA Award, CCTS Achievement Award, and CCTS Technical Achievement Award. So, far only 8 of the letters were returned by the US Mail system and were marked “Unable to deliver.”

**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.**

Al Koller is actively working on the website; but any suggestions are welcomed. He also suggested that we start publishing the minutes on the CCTS website. This will serve two purposes. First, it will drive people to use to the website to access the minutes. Second, it will provide a place to store the minutes, in a safe and public location. The Treasurer’s report will not be included in this copy and will be stored on CCTS files, only.

**9.2 Orientation – Open** No Report

**9.3 Historian – (Open).** No report.

**9.4 Engineers Week Banquet– (Open).**

Stopped at 30:47 of recording, which was this line item.

An AIAA Newsletter article went out advertising the banquet. It was discussed that a PayPal account would need to be created to collect online payments; but checks would still be accepted. A request was also made to CCTS for some money to begin the planning, which included the Planetarium registration. It was also discussed that flyers, brochures, and/or letters had to go out

and who would send them out CCTS or AIAA. It was decided that CCTS would send the invitations and flyers out for their list by the end of the week and AIAA would send out the information to their people.

**9.5 Holiday Dinner – (Open).**

Holiday Dinner was held at the Olive Garden, last month and many thanks were given to Jan Hall and Jerry Johnson for putting on such a wonderful event.

**9.6 Hospitality – (Open).** No report.

**9.7 Investments – Dick Russell.**

Dan reminded everyone that last meeting, Dick Russell gave a report about the status of the Investment account and it was decided that there is nothing much that we can do. Rich Kiefer requested a quarterly status update from Dick Russell about our Investments.

**9.9 Condo**

Andy Anderson gave the report that it does not appear the tax assessment would go up for this year. Also, he predicted that there might be a slight increase in Insurance; but still within the planned 2009 budget.

FSCC has requested to use our conference room for a chapter high school speech contest, on February 12, 2009 at 6:00pm.

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

**9.11 Grants – Ted Hartselle.** – No Report

**10.0 New Business.**

Dan pitched his idea formal about a “High School Space Congress” (name not finalized), in which at least High School students would have to present various papers; but the catch is each paper/student would have to be sponsored by a member society. Dan sees this event as a recruiting event, for either business or college, if not both. The business/colleges would be the ones that would pay for their floor space. These are only basic guidelines. The details will be worked out later; but by next meeting Dan would like to have a committee head and then a committee to start hammering out ideas. The dates could be tentatively set for either the beginning of the school year or the end of the school year. This last part relies heavily on the school board rules.

The whole idea behind this is to ultimately work to keep students in technical fields.

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.

**The next meeting will be the 547<sup>th</sup> CCTS meeting scheduled for February 11, 2009 at 5:00 p.m.**