1. **Introductions, contacts, and member exchanges**

On August 22th, 2024, the IEEE Canaveral Section Executive Committee meeting was called to order at 6:00 pm by Section Chair, Paul Nyffenegger. Eight members were present along with two guests. Other members in attendance were Macaulay Osaisai, Vince Socci, Ron Jakubouski, Dr. Mevlut Guvendik, Greg O’Neill, Bill Nutter and LMAG member, Dave Cole.

1. **Approval of agenda**

Vince Socci made the motion to approve the agenda. Bill Nutter seconded the motion. Agenda approved.

1. **Old business**

1. Officer reports (Section, Chapters, AGs)

1. Chair, Paul N., reports that he has made no progress on the Senior Member elevation program. Ron Jakubouski volunteers to assist him in this effort. Due to work constraints, Paul has been unable to attend the IEEE Region 3 and the FLA Council meetings. He was able to make the SECON 2027 committee meeting and will cover it under new business. Chair tasked to check into member, Chuck Cole’s inability to send or receive information.
2. Vice chair, Vince S. reported that a virtual Repeater Basics course, hosted by Long Island Council, was attended by many from FL as well as other areas. He also attended a Space Collectibles event wearing his IEEE shirt and was engaged with many attendees who would be eligible for membership – this may be a good source to increase awareness/membership in the future. He also heard from another source about the Brevard County Job Fair as another source to investigate – free tables are available for non-profits.
3. Treasurer, Bill N., reports a balance of $14,130.02 with no income or debits until evening’s meal costs.
4. Secretary position remains vacant – name of Eric Gregorian was mentioned.
5. Special representative reports
	1. Greg O. reported that he has been preoccupied with personal business but has been thinking of plans – will meet with Section Chair to discuss in further detail.
	2. Dr. Mev G. reported that the engineering studies have expanded from Cocoa to Melbourne. He will provide input about IEEE and its benefits to each beginning class.
	3. CCTS is planning to do things together with the Canaveral Section for the Robotics Showdown on September 21st.
	4. LMAG will have joint participation with the Canaveral Section for the End of the Year meeting.
6. **New business**
	1. Future meetings
7. September 26th at Kelsey’s in Rockledge October 24th
8. 7/11 – plan to be in Titusville to encourage participation from northern members. Options to be checked into: Kelsey’s (if there is a private room); Dixie CrossRoads (limited menu available with 12 person minimum); or Space Hobbies space (Chuck C. to contact them).
	1. Section Business
9. Current Collabratec Workspace is up-to-date.
10. PACE is searching for money (grants, etc.)
11. Access and update OU Analytics to contact members who have not renewed their membership.
12. Membership Elevation is being reviewed on a monthly basis.
13. Ron J. will be assisting Macauley O. on Elections.
14. EFSC Student chapter – Dr. Mev G. needs our support and a PICO balloon talk will be planned for 2025.
	1. SECON 2027 [March or April 2027]
15. Consists of a consortium of Canaveral, Daytona, Orlando and Melbourne Sections (Raoul is waiting on approval of the Melbourne Section.) An MOU has been drafted between all involved Sections. Bill N. is tasked with reviewing the document for completeness.
16. Macauley O. is the Meeting Committee Chair.
17. Treasurer is Jinhua from the Daytona Section [a professor at Embry – Riddle]. Suggested that there be a back-up added. Bill N. agreed to be the back-up.
18. Orlando Section will advise on how to proceed.
19. We need to agree to be obligated for a specific amount of “seed” money. Vince S. made the motion to “earmark” $1500.00 for this purpose. Seconded by Dr. Mev G. and was carried.
	1. New Items and updates to programs
		1. Rocket Recorder update plan to work with a $3600.00 budget and so far, have a grant for $1800.00 and Melbourne Section has sponsored an additional $900.00. Additional sponsors are being sought. Ready to search out to schools for Teacher in-Service Program attendees for an October event so that a student event can be held in November.
		2. An IRARC instructed Ham Radio Class, to be held at the American Legion Post 22 in Cocoa on Saturdays from 9/21 through 10/26, from 1 to 4 PM for individuals to obtain a novice license. Would like to get Canaveral Section to back this event so that VTOOLS can be used for sign-up and contact information.
		3. Labview User’s Group meeting is being revitalized. It will be starting in early November to avoid conflicts with Melbourne Section events. National Instruments will be supporting content and refreshments. Our section will coordinate the facility (Solar Energy Center?) This will be a re-occurring event which is easy to hold and will draw engineers from around our area.
		4. Near Term upcoming event
			1. Melbourne Section event on Wednesday, September 25th at the Viera Elks Lodge, just south of Viera Blvd. Intepro Systems to present a talk.
			2. First Robotics Space Coast Showdown to be held on Saturday, September 21st at Rockledge High School. Volunteers are needed. A $250.00 contribution was approved.
			3. National Technical Security Reliability Conference to be held on Saturday, October 5th at the Viera Elks Lodge just south of Viera Blvd.
			4. SmallSat Education Conference to be held on Saturday & Sunday, October 26th & 27th at the AMF Center for Space Education, KSC.
		5. Far term upcoming event
			1. Canaveral Section Annual Banquet and Meeting to be held on December 14th, from 5 PM to 8 PM at the Merritt Island Red Lobster.
20. **Open Discussion**

Following a lively discussion, Vince S. made the motion to adjourn. Motion passed unanimously. Meeting was closed.