## IEEE Orlando Section
### Orlando Chapter Chairmen
#### 1987-1988

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Chairman/Address</th>
<th>Telephone</th>
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<tbody>
<tr>
<td>Chapter Activities (Section)</td>
<td>Jorge Medina</td>
<td>Home: 281-1557</td>
</tr>
<tr>
<td></td>
<td>2008 Las Palmas Circle</td>
<td>Office: 831-2800</td>
</tr>
<tr>
<td></td>
<td>Orlando, FL 32822</td>
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</tr>
<tr>
<td>Acoustics, Speech &amp; Signal Processing Society (ASSP)</td>
<td>Ali Atashroo</td>
<td>Home:</td>
</tr>
<tr>
<td></td>
<td>8481 Shadyglen Dr.</td>
<td>Office: 356-3462</td>
</tr>
<tr>
<td></td>
<td>Orlando, FL 32819</td>
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</tr>
<tr>
<td>Aerospace &amp; Electronic Systems Society (AES)</td>
<td>Robert C. Harney</td>
<td>Home:</td>
</tr>
<tr>
<td></td>
<td>6852 Parson Brown Dr.</td>
<td>Office: 356-2373</td>
</tr>
<tr>
<td></td>
<td>Orlando, FL 32819</td>
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<tr>
<td>Antennas &amp; Propagation/Microwave Theory &amp; Techniques Societies (AP/MTT)</td>
<td>Robert Smallwood</td>
<td>Home:</td>
</tr>
<tr>
<td></td>
<td>6177 Lake Eleanor Dr.</td>
<td>Office: 859-2900</td>
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<tr>
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<td>Orlando, FL 32859</td>
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<tr>
<td>Communications/Vehicular Technology Societies (COM/VT)</td>
<td>T. Ed Ellis</td>
<td>Home: 834-3319</td>
</tr>
<tr>
<td></td>
<td>902 Red Bird Lane</td>
<td>Office:</td>
</tr>
<tr>
<td></td>
<td>Altamonte Springs, FL 32701</td>
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<tr>
<td>Computer Society (COMP)</td>
<td>Narsingh Deo</td>
<td>Home: 645-3822</td>
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<tr>
<td></td>
<td>2618 Tuscarora Tr.</td>
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<tr>
<td></td>
<td>Maitland, FL 32751</td>
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<td>Computer Society Student Branch (COMP)</td>
<td>Thomas E. Wilson</td>
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<td>William Lowry</td>
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</tr>
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<td></td>
<td>4402 Carotwood Street</td>
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<td></td>
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<tr>
<td>Ultrasonics, Ferroelectrics, and Frequency Control Society (UFFCS)</td>
<td>John Hunt</td>
<td>Home:</td>
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<td>Prospective New Chapters</td>
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- **Components, Hybrids, Manufacturing & Technology Society (CHMTS)**<br>  Robert Canright (Organizer)  <br>  3651 Oak Vista Lane  <br>  Winter Park, Florida 32792  <br>  Home: 851-3719  <br>  Office: 356-7909  
- **ElectroMagnetic Compatibility Society (EMC)**<br>  Brian Vancata (Acting Chairman)  <br>  533 Jennie Jewell Drive  <br>  Orlando, Florida 32806  <br>  Home: 851-3982  <br>  Office: 857-6226
1. Call to order. Quorem.
2. Chairman's Report
   a. News
   b. Goals for 87 - 88
   c. Distribute Proposed Budget
3. Minutes
4. Treasurer's Report
5. Vice Chairman's Report
6. Chapter Chairman's Report
7. Awards Committee Report
8. Publications Committee Report
9. Advertising Committee Report
10. Membership Development
11. Conference Committee
12. Southcon
13. Tutorial East
14. Programs Committee
15. Public Relations
16. Education Committee Report
17. PACE
18. Student Activities
19. Historian
20. AES
21. AP/MTT
22. ASSP
23. CHMT
24. COMP
25. COMP STUDENT BR.
26. COM/VT
27. ED
28. EMC
29. PE/IA
30. STUDENT BR.
31. UFFC
32. OLD BUSINESS
   a. Proposed Budget
33. NEW BUSINESS
34. ADJOURNMENT
IEEE Executive Committee  
Orlando Section

Gentlemen:

Attached are the minutes of the Executive Committee meeting held Tuesday, August 4, 1987 at the Orlando Public Library.

Respectfully,

[Signature]

G. K. Huddleston  
Secretary  
Orlando Section

iemnl
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: August 4, 1987

Location: Orlando Public Library
Community Relations Area, 3rd Floor
East Central & Rosalind Street
Orlando, Florida

Attendees: M. Ali Atashroo
Madjid A. Belkerdid
Hal Brown
Bob Canright
Geoffrey Dick
Ed Ellis
M. V. Haddad
G. K. Huddleston
D. Malocha
J. Medina

Proxies: W. C. Carter
F. A. Fluet
T. J. Nelson

1. CALL TO ORDER

The meeting was called to order by Chairman Geoff Dick at 5:45 p.m. A quorum of 11 members (3 proxies) out of the 18 members required was present.

2. CHAIRMAN'S REMARKS

Geoff Dick reported that Jack London of Harris Corporation is endeavoring to enroll a number of engineers in the IEEE, and membership materials have been provided to him.

Mr. Donahue wants to place an advertisement in the Section Quarterly.

A sympathy card was sent on behalf of the Executive Committee to Grace Hawkins at T.T. Publications.

A letter of thanks was sent to the speaker at our Installation Banquet held in June.

Orlando Section has qualified to receive $500 per year for three years for starting and continuing our newsletter (Section Quarterly).

IEEE Headquarters requests that the Section form a committee of senior members and higher to help evaluate applications for new senior members on November 21 at Stouffer's hotel near Sea World.

A budget for 1987-88 (attached) was submitted totaling $8025 in expenses and $8050 in income. A total of $2200 was allocated to chapter activities.

Section goals for 1987-88 include the following:
- Maintain momentum started by Don Malocha
- Increase advertising in Section Quarterly
- Establish guidelines for chapter expenses
- Balance the Section budget
- Stimulate new chapter activities (e.g., CHMT/ED)
- Increase attendance at Executive Committee meetings--mail minutes in advance with meeting notice.
- Attract conferences to Orlando
- Establish telephone committee using pyramid scheme to improve rapid communications throughout the Section.

3. OLD MINUTES

Item 22: Don Malocha made the report vice Ed Ellis.

Ed Ellis moved for approval, second by Madjid Belkerdid. Motion carried.

4. TREASURER’S REPORT

Only $24 of Section funds were expended on the Installation Banquet -- it was mostly self-supporting.

The July 7 Treasurer’s report (attached) was submitted by Madjid. Don Malocha moved for acceptance, second by Ed Ellis. Motion carried.

The August 4 Treasurer’s report (attached) was also submitted by Madjid. Motion to accept made by Don, second by Ed. Motion carried.

Keith Huddleston’s signature will be added to the Section checking account.

The Dreyfus Fund account signature list has been corrected to include the four 1986-87 officers: Belkerdid, Nelson, Dick, and Malocha.

5. CHAPTER’S CHAIRMAN

A preliminary budget for the chapters (attached) has been submitted to the Section for approval by Jorge Medina. Chairman Dick commented that the request for $4163, excluding the student chapter, is too high.

A calendar of chapter activities (attached) is being mailed to all chapter chairmen to highlight meetings and deadlines (e.g., 14th of month for meeting notices to T.T. Publications).

A Section organization chart and list of chapter officers (attached) is also being mailed to all chapter chairman.
Don Malocha will serve as Chairman of UFFCS vice John Hunt, who is moving away from the area.

A certificate of appreciation was presented to Keith Huddleston for service as Chapters Chairman in 1986-87.

6. PUBLICATIONS

Don Malocha presented the financial report for Section Quarterly (attached) showing a $713.38 loss through August 1987, all borne by T.T. Publications. T.T. Pubs plans to push advertising in the coming year so that SQ will become profitable as planned. It is noted that in 1985-86, over $4000 was expended by the Section for publications!

Bob Smallwood of Hewlett Packard will be profiled in an upcoming issue of SQ.

7. MEMBERSHIP

Geoff Dick reported for Woody Carter that membership as of April 30 was 1141, 1154 on May 30 (reports attached).

Jorge Medina suggested that new members be listed in Section Quarterly.

Woody Carter is stepping aside as Membership Chairman after a number of years of dedicated and successful service.

8. CONFERENCES - Don Malocha

Keith Huddleston reported that the 1993 MTT Symposium will be held in Atlanta, not Orlando as proposed to the Adcom in Las Vegas in June. A proposal for hosting the 1995 Symposium is already in the works and will be presented to the MTT Adcom in June 1988 at the New York meeting.

9. SOUTHCON - Ed Ellis

Southcon is scheduled to be held in Orlando in March 1988.

10. TUTORIAL EAST

This meeting will no longer be held and will be removed from future agenda.

11. PROGRAMS - Conrad Blankenzee

No report.

12. PUBLIC RELATIONS - No Chairman

13. EDUCATION - No Chairman
14. PACE - No Chairman

15. STUDENT ACTIVITIES -

   No report.

16. HISTORIAN - No Chairman

17. AES - Geoff Dick for Robert Harney

   Robert C. Harney, Martin Marietta Electronics Systems Company, has
   been elected Chairman of AES, replacing Dave Flinchbaugh. Dave will serve
   as Vice Chairman and Secretary, thereby ensuring consistency and continuity
   in chapter activities. Sterling Wilson will serve as Treasurer of this 75-
   member chapter.

18. AP/MTT - Keith Huddleston for Bob Smallwood

   A meeting is planned for September 24 at Hewlett Packard. Keith
   will speak on "Radomes and Reciprocity."

19. ASSP - Ali Atashroo

   A meeting is planned for August 26 at 6:30 pm, Room 122 CEBA at
   UCF. Timothy Young will speak to members of this 42-member chapter.

20. CHMT/ED - Hal Brown and Bob Canright

   A video conference on integrated circuits is scheduled for September
   22 (9am-4pm) at UCF. It is provided by IEEE HQ and will be sponsored by
   CHMT national society, including $1500 funding. Chairman Dick directed that
   all planning and publicity be expedited with budget approval by Don Malocha.

   The chapter plans to have a regular meeting every third Wednesday at
   6 pm in Room 449 of CEBA at UCF.

21. COMPUTERS - Jorge Medina for Narsingh Deo

   No report.

22. COM/VT - Ed Ellis

   A meeting is planned for 24 September on IDSN at a secret location.
   Reservations are required. Paul Carroll of Stromberg Carlson will be the
   speaker.

23. PE/IA - Mike Haddad

   Organizational meetings are being held (see attached) to promote nine
   meetings this year. Meetings are already scheduled for August-November.

24. STUDENT BRANCH - Madjid Belkerdid
No report.

25. UFFCS - Don Malocha

Long-time proponent Don Malocha will serve as Chairman upon John Hunt's untimely departure. Program planning for the coming year is underway.

26. OLD BUSINESS

   a. Budget - Chapter Chairmen should request national support for chapter activities.

   b. FCIIEEE owes a $100 award to Orlando Section.

   c. Region 3 has approved a $300-$500 request to support expansion efforts this year.

   d. New officers report should be transmitted to IEEE HQ by new Section Secretary (done).

27. NEW BUSINESS

   Motion to adjourn made by Hal Brown, second by Keith Huddleston. Motion carried.

Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

iemin8
1. Publications (Section Notes)                           PRELIM ($)  REVISIONS
   Labels                                                500
   Permit                                                 50
   Postage                                                1600
   Printing                                               0
   SUBTOTAL                                              2250

2. Officer Expenses
   Chairman                                              100
   Vice Chairman                                          25
   Secretary                                              250
   Treasurer                                              0
   Chapters Chairman                                      50
   SUBTOTAL                                              400

3. Awards Chairman                                      275
4. Program Chairman                                     600
5. Public Relations                                     0
6. PACE                                                  50
7. Historian                                             50
8. Conference Committee                                 250
9. Membership Development                               250
   SUBTOTAL                                              1375

10. Special Projects:
    New Chapter Development                              0
    Information Service                                  0
    Sections Conference                                  0
    Video Tutorial                                        1500
   SUBTOTAL                                              1500

11. Chapters:
    AES                                                   250
    AP/MTT                                                500
    ASSP                                                  175
    CHMT                                                  250
    CM/VT                                                 150
    COMP                                                  250
    ED                                                    50
    EMC                                                   0
    EX/IA                                                 175
    UFFCS                                                 400
   SUBTOTAL                                              2200

12. MISC                                                  0

   TOTAL EXPENSES                                           $8025
II. INCOME

(Last year was $1382.56 x 2)

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III. EXCESS (DEFICIT)

Of income over expenses................................ $25
Checking Account Balance  
June 2, 1987 Treasurer's Report  

$ 3525.01

DISBURSEMENTS:

#1339  Donut Maker, COM/VT  
Meeting expenses  
6/1/87  
$ 8.97

#1340  Jorge Medina, Computer  
Society meeting Expenses  
6/2/87  
$ 8.64

#1341  Sunder Gopani UFFC  
Meeting Expenses  
6/2/87  
$ 11.00

#1342  Hal Brown, ED  
Meeting Expenses  
6/4/87  
$ 27.53

#1343  Don Malocha, Gable engraving  
for new chairman  
6/20/87  
$ 7.30

#1344  House of Beef, Installation  
Banquet dinner bill  
6/20/87  
$ 533.92

TOTAL DISBURSEMENTS:  
$ 597.36

DEPOSITS:  

6/22/87  Installation banquet dinner receipts  
$ 510.00

TOTAL DEPOSITS:  
$ 510.00

SUMMARY:

Checking Account Balance  
(including $ 707.35 IEEE Student Branch Funds)  
June 2, 1987 Treasurer's Report  

Less Disbursements:  
Subtotal:  
$ 597.36  
$ 2927.65

Plus Deposits:  
$ 510.00

Checking Account Balance  
(including $ 707.35 IEEE Student Branch Funds)  
July 7, 1987  

Dreyfuss Funds Balance (6/1/87)  
$ 1828.33

GROSS FUNDS:  
$ 5265.98

Respectfully Submitted  
Tuesday July 7, 1987  

Mauid A. Belkerdid  
Treasurer.
IEEE ORLANDO SECTION
Treasurer's Report
August 4, 1987

Checking Account Balance
July 7, 1987 Treasurer's Report

$ 3437.65

DISBURSEMENTS:

#1345 Woody Carter
Membership Devel. postage
7/6/87
$  44.00

#1346 Frank Fluet, Awards
Expenses expenses
7/6/87
$ 179.72

#1347 Mike Haddad, PES/IAS
Meeting Expenses
7/6/87
$  44.12

#1348 TT Publications
Newsletter postage
7/14/87
$ 150.00

#1349 Jorge Medina, Computer
Chapter meeting expenses
7/16/87
$  16.44

#1350 Woody Carter Membership Devel.
Postage 7/29/87
$  22.00

TOTAL DISBURSEMENTS:
$ 456.28

DEPOSITS:
7/14/87 HQ Newsletter startup rebate
$ 500.00

TOTAL DEPOSITS:
$ 500.00

SUMMARY:
Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
July 7, 1987 Treasurer's Report

$ 3437.65

Less Disbursements:
$ 456.28

Subtotal:
$ 2981.37

Plus Deposits:

$ 500.00

Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
August 4, 1987

$ 3481.37

Dreyfuss Funds Balance (7/24/87)

$ 1844.35

GROSS FUNDS:

$ 5325.72

Respectfully Submitted
Tuesday August 4, 1987
McKinnon Belkard
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**NOTES:**
1. 2¢/member * 2 mailings
2. 5$/member * 2 mailings
3. (22¢ + 3$) * 2 mailings * # members
4. 10¢/page * 4pp. * 2 mailings * # members
5. = 1/3 members * 75¢/member * 9 Meetings
6. 50 meeting notices * 9 meetings * 10 ¢/notice
* Prospective New Chapters
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<th>BASIC (EXCESS)</th>
<th>SHORT (EXCESS)</th>
<th>OTHER INCOME</th>
<th>OTHER INCOME EXPENSES (SHORT)</th>
<th>EXCESS</th>
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</table>

* Prospective New Chapters
PROPOSED CHAPTER ACTIVITY PROGRAM FEATURES

- SCHEDULE MONTHLY MEETINGS
  - Goal of 9 for each chapter
- JOINT CHAPTER/SECTION MEETING
  - Goal of one for each chapter
- ORGANIZED CHAPTER ACTIVITIES
  - Communications with members
- FULL SLATE OF OFFICERS
  - Rotate next year
- SUBSISTENCE SUPPORT FROM SECTION
  - Budgets require approval
- NATIONAL SOCIETY SUPPORT
- INCREASED INDUSTRY SUPPORT
- INCREASED MEMBERSHIP
  - Goal of 10% increase, each chapter
- OUT-OF-TOWN SPEAKERS
  - At least two each chapter
- BEST CHAPTER AWARD
  - Based on activity index and vote of chapter chairman

- ATTENDANCE AT INSTALLATION & AWARDS BANQUETS
  - 100 is goal
- ATTENDANCE AT NATIONAL SOCIETY MEETINGS AND SYMPOSIUM
- ARTICLES PUBLISHED IN NATIONAL SOCIETY NEWSLETTERS
- BIGGER REBATE
<table>
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<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
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<td>ORLANDO PUBLIC</td>
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<td></td>
<td></td>
<td></td>
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<td>&quot;Lightning Surge Protection&quot;</td>
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<td></td>
<td>Townsend Fish House</td>
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<td>Dinner: 6:00 pm</td>
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<tr>
<td></td>
<td>Meeting announcements for September</td>
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<tr>
<td></td>
<td>Section Notes due at T.T. Publications</td>
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<td>23</td>
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<td>25</td>
<td>26</td>
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<td>29</td>
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<tr>
<td>Deadline for 1987-1988 Program Schedule, Budget and List of New Officers</td>
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<td>ASSP</td>
<td>UCF</td>
<td>TBA</td>
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<td>31</td>
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</table>
Some important deadlines:

**14 August 1987** - Meeting announcement must be received by T.T. Publications, Inc. (Attn: IEEE Section Notes, 282 Short Street, Longwood, FL 32750. Telephone: 260-0712) for any September meetings to be announced in monthly Section Notes. Please try to respond so that your meeting will receive the widest possible publicity.

**24 August 1987** - Please send your planned program schedule, budget, and list of officers to my home address as I requested in my July 20 letter.

**15 September 1987** - All inputs to the Section Quarterly publication must be received by T.T Publications, Inc. (Attn: The Orlando Section Quarterly, 282 Short Street, Longwood, FL 32750. Telephone: 260-0712) for the October issue. Please send a biographical sketch and photograph of yourself and your chapter officers to T.T. Publications by this date so that we can introduce you to all members of the Orlando Section. Please include any other chapter news, including your planned schedule, that you would like published in this issue.

Other Items:

We plan to present a **BEST CHAPTER AWARD** to the Orlando chapter that has the highest activity index during the period September 1987 - May 1988, computed according to

\[
AI = \sum_{i=1}^{N} \left[ a_i h_i A_i / M \right]
\]

\[
a_i = \begin{cases} 
  0.5 & \text{for non-technical meeting,} \\
  1.0 & \text{for technical meeting,} \\
  1.5 & \text{for student-oriented meeting}
\end{cases}
\]

\[
h_i = \text{duration of meeting in hours}
\]

\[
A_i = \text{Total attendance (members and non-members)}
\]

\[
M = \text{Total number of members of your chapter}
\]

\[
N = \text{Number of meetings}
\]
<table>
<thead>
<tr>
<th>Chapter</th>
<th>Chairman/Address</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities (Section)</td>
<td>Jorge Medina</td>
<td>Home: 281-1557</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Office: 831-2800</td>
</tr>
<tr>
<td>Acoustics, Speech &amp; Signal Processing Society (ASSP)</td>
<td>Ali Atashroo</td>
<td>Home:</td>
</tr>
<tr>
<td></td>
<td>8481 Shadyglen Dr.</td>
<td>Office: 356-3462</td>
</tr>
<tr>
<td>Aerospace &amp; Electronic Systems Society (AES)</td>
<td>Robert C. Harney</td>
<td>Home:</td>
</tr>
<tr>
<td></td>
<td>6852 Parson Brown Dr.</td>
<td>Office: 356-2373</td>
</tr>
<tr>
<td>Antennas &amp; Propagation/Microwave Theory &amp; Techniques Societies (AP/MMT)</td>
<td>Robert Smallwood</td>
<td>Home: 859-2900</td>
</tr>
<tr>
<td></td>
<td>6177 Lake Elleanor Dr.</td>
<td>Office:</td>
</tr>
<tr>
<td>Communications/Vehicular Technology Societies (COM/VT)</td>
<td>T. Ed Ellis</td>
<td>834-3319</td>
</tr>
<tr>
<td></td>
<td>902 Red Bird Lane</td>
<td>Office:</td>
</tr>
<tr>
<td></td>
<td>Altamonte Springs, FL 32701</td>
<td></td>
</tr>
<tr>
<td>Computer Society (COMP)</td>
<td>Narsingh Deo</td>
<td>645-3822</td>
</tr>
<tr>
<td></td>
<td>2618 Tuscarora Tr.</td>
<td>Office: 275-2637</td>
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<tr>
<td>Computer Society Student Branch (COMP)</td>
<td>Thomas E. Wilson</td>
<td>Home: 275-2341</td>
</tr>
<tr>
<td></td>
<td>1222 Tino Ct.</td>
<td>Office:</td>
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<tr>
<td></td>
<td>Orlando, FL 32817</td>
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<tr>
<td>Electron Devices Society (ED)</td>
<td>Harold Brown</td>
<td>788-8629</td>
</tr>
<tr>
<td></td>
<td>EECS Department</td>
<td>Office: 281-5795</td>
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<tr>
<td></td>
<td>UCF</td>
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<td></td>
<td>Orlando, FL 32816</td>
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<tr>
<td>IEEE Student Branch</td>
<td>William Lowry</td>
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<td></td>
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<tr>
<td></td>
<td>4402 Carolwood Street</td>
<td>Office: 281-2393</td>
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<tr>
<td></td>
<td>Orlando, Florida 32806</td>
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Prospective New Chapters

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<tr>
<th>Chapter</th>
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<tr>
<td>Components, Hybrids, Manufacturing &amp; Technology Society (CHMTS)</td>
<td>Robert Cartright (Organizer)</td>
<td>Home: 356-7909</td>
</tr>
<tr>
<td></td>
<td>3651 Oak Vista Lane</td>
<td>Office: 356-7909</td>
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<tr>
<td></td>
<td>Winter Park, Florida 32792</td>
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<tr>
<td>ElectroMagnetic Compatibility Society (EMC)</td>
<td>Brian Vancata (Acting Chairman)</td>
<td>Home: 851-3892</td>
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<tr>
<td></td>
<td>533 Jennie Jewell Drive</td>
<td>Office: 857-6226</td>
</tr>
<tr>
<td></td>
<td>Orlando, Florida 32806</td>
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**I.E.E.E.**  
**QUARTERLY REPORT**  
Through August 1987

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Beginning Balance</td>
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**EXPENSES**

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<td>July SQ</td>
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<td><strong>TOTAL EXPENSES</strong></td>
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**RECEIVABLES**

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**ENDING BALANCE**

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<td>-713.38</td>
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DATE: June 20, 1987

ORLANDO SECTION MEMBERSHIP DEVELOPMENT COMMITTEE REPORT FOR JUNE 1987

Letters of welcome were sent to the 'A' and 'E' categories below. I continue to hold off sending out the dues arrears 'K' letters until the normal payups get processed; only 3 were processed this month and so we still have 153 to go. I probably will start sending out the 'letters of concern' soon.

The total active membership is 1141 as of 4/30/87, down from the all time high of 1239 of 1/28/87. This is up 25 from last month and will continue to recover as the members in arrears pay up.

The following are derived from the "Membership Statistics for Month Ending 5/31/87" IEEE Headquarters report:

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<th>CODE</th>
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<tr>
<td>B</td>
<td>Reinstatement to membership</td>
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<tr>
<td>C</td>
<td>Arrears paid</td>
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<td>E</td>
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<td>H</td>
<td>Transfer in member grade</td>
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<td>I</td>
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<td>K</td>
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<td>0</td>
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<tr>
<td>M</td>
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<td>1 (George D. Noiles)</td>
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</tbody>
</table>

W. C. Carter
Membership Development Chairman
ORLANDO SECTION MEMBERSHIP DEVELOPMENT COMMITTEE REPORT FOR JULY 1987

Letters of welcome were sent to the 'A' and 'E' categories below. I have completed sending out the dues arrears 'K' letters and so far have received only one 'but I paid that' response.

The total active membership is 1154 as of 5/30/87, down from the all time high of 1239 of 1/28/87. This is up 13 from last month and will continue to recover as the members in arrears pay up.

The following are derived from the "Membership Statistics for Month Ending 6/30/87" IEEE Headquarters report:

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<td>K</td>
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<tr>
<td>M</td>
<td>Deceased</td>
<td>1 (Geoffrey P. Jones)</td>
</tr>
</tbody>
</table>

W. C. Carter
Membership Development Chairman
PES/IAS EXECUTIVE COMMITTEE ROSTER

July 13, 1987

Chairman

Mr. Michael V. Haddad
Home Address: 4402 Carolwood Street
Orlando, FL 32812
Home Phone: 851-3719
Work Address: Westinghouse Electric Corporation
The Quadrangle, 4400 Alafaya Trail
Orlando, FL 32826
Work Phone: 281-2393

Vice Chairman

Mr. Robert F. Gray
Home Address: 1049 Chokecherry Drive
Winter Springs, FL 32708
Home Phone: 
Work Address: Westinghouse Electric Corporation
The Quadrangle, 4400 Alafaya Trail
Orlando, FL 32826
Work Phone: 281-3269

Secretary

Mrs. Sally M. Merry
Home Address: 1935 King Arthur Circle
Maitland, FL 32751
Home Phone: 629-1901
Work Address: Same
Work Phone: Same

Program Chairman

Ms. Martine Levy
Home Address: 121 Donegal Avenue
Lake Mary, FL 32746
Home Phone: 
Work Address: Orlando Utilities
PO Box 3139
Orlando, FL 32802
Work Phone: 423-9100
Membership Co-Chairman

Mr. Frank C. Breeze
Home Address: 121 S. Ulysses Dr.
Apopka, FL 32703
Home Phone: 886-0763
Work Address: Tilden, Lobnitz & Cooper, Inc
1717 South Orange Avenue
Orlando, FL 32806
Work Phone: 841-9050

Membership Co-Chairman

Mr. Richard Chruszcz
Home Address:
Home Phone: 646-3404
Work Address: Reedy Creek Utilities
PO Box 10,000
Lake Buena Vista, FL 32830
Work Phone: 824-4953

Awards Co-Chairman

Mr. John Boynton
Home Address:
Home Phone: 830-0752
Work Address: PO BOX 3507
Orlando, FL 32802
Work Phone: 894-5593

Awards Co-Chairman

Mr. Carl Flick
Home Address:

Home Phone: Westinghouse Electric Corporation
4400 Alafaya Trail
Orlando, FL 32826
Work Phone: 281-3363
PROGRAM COORDINATOR -- (Each member of the PES/IAS executive committee for a selected program.)

1. Reach agreement with speaker and get commitment on topic, date and place. Identify any needed audio-visuals. Request a short biography for publicity and for your introduction.

2. Confirm agreement in writing with speaker.

3. Select a meeting facility, and, if required, restaurant.

4. Advise program committee chairman of details to enable him/her to send notice to TT Pubs for Quarterly.

5. Prepare meeting announcement and send to TT Pubs for Section Monthly.

6. Stay in contact with the speaker -- make sure he/she stays alive, remembers the speaking commitment, etc. Several days before the meeting, advise the speaker of the size of the expected audience and discuss any final details.

7. At the meeting, the Chapter Chairman will call the group to order, welcome them and make any necessary announcements. The Program Coordinator will then introduce the speaker.

8. Following the meeting, write a thank you letter to the speaker. If the speaker agrees, also send a copy to his/her boss. Finally, send a file copy to the Chapter secretary.

MEMBERSHIP (Frank Breeze)

1. Maintain a set of up-to-date membership materials.

2. Insure that attendance cards have been passed out for each meeting.

3. See that these cards are collected and listed by name, number of IEEE members, PES members, IAS members, and non-members.

4. Review the list of guests for each meeting and contact those people who are potential new members.

5. With the assistance of the PES/IAS executive committee, establish and implement a membership recruitment program. (OUC should be high on our list.)

6. Send welcome letter to new members.
PROGRAM CHAIRMAN (Martine Levy)

1. Act as central coordinator for all program planning.

2. Maintain a list of program ideas.

3. Chair the development of the year's program list.

4. Obtain Quarterly CALENDAR listings and ANNOUNCEMENTS from Program Coordinator in a timely manner and submit them to TT Pubs FOR THE QUARTERLY ONLY.

AWARDS CHAIRMEN (John Boynton & Carl Flick)

Recognition of outstanding achievement in the field of Electrical and Electronics Engineering is one of the major objectives of IEEE.

1. Maintain familiarity with the IEEE Awards Programs at the National, Regional and Local level. (Suggested reading is "The IEEE Awards Guide -- An Invitation to Nominate" and the "Technical Activities Board Awards and Recognition Manual".

2. Support the efforts of the Orlando Chapter Awards Chairman and coordinate all work with him/her.

3. Solicit nominations, evaluate nominees and recommend a candidate to the Orlando PES/IAS Executive Committee for selection as Chapter "Engineer of the Year" award.

4. Solicit nominations, evaluate nominees and recommend a candidate to the Orlando PES/IAS Executive Committee for selection as the PES/IAS nominee for the Orlando Section's "Outstanding Engineer of the Year" award. Complete the nomination form for the selected nominee and submit to the Orlando Section's Awards Chairman.
PROGRAMS

August 12
Lightning Surge Protection of Electronic Equipment
Presenter - Frank Breeze
Coordinator - Bob Gray
Status - Arrangements & publicity are complete.

September 17
Life Extension/Rebuilding of Switchgear
Presenter -
Coordinator - John Boynton
Status -
Publicity - Section Notes ANNOUNCEMENT deadline is August 14.

October 24
Tour of Harris Corp. SCADA Manufacturing Facility, Melbourne, FL.
Presenter - Gary Bleeker & Gary Ockwell
Coordinator - Mike Haddad.
Status - Harris confirmation promised by July 31.
Publicity - Quarterly deadline for CALENDAR and ANNOUNCEMENT is September 15. A special (Oct 1) mailing is needed to convey tour details and encourage attendance.

November
Coordinator - John Glaeser
Status -
Publicity - Quarterly CALENDAR deadline is September 15.
Section Notes ANNOUNCEMENT deadline is Oct 15.

December
No program.
G. K. Huddleston  
506 Lisa Lane  
Maitland, FL 32751  

September 29, 1987

IEEE Executive Committee  
Orlando Section

Gentlemen:

The next meeting of the Executive Committee will be held at 5:30 PM on Tuesday, October 6, 1987, at Automation Intelligence, 1200 West Colonial Drive, in Orlando (corner of West Colonial and Orange Blossom Trail). This meeting location is a change from the downtown library.

Attached are the minutes of the last Executive Committee meeting held Tuesday, September 1, 1987 at the Orlando Public Library.

Attendees are requested to attach the material handed out at that meeting to the copy of these minutes as indicated on the last page under Attachments. A complete set of minutes is on file with the undersigned.

Respectfully,

[Signature]

G. K. Huddleston  
Secretary  
Orlando Section

iemnll
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: September 1, 1987

Location: Orlando Public Library
Community Relations Area, 3rd Floor
East Central & Rosalind Street
Orlando, Florida

Attendees: C. C. Christodoulou
Geoffrey Dick
David E. Flinchbaugh
Frank Fluet
Mike Haddad
R. C. Harney
G. K. Huddleston
D. C. Malocha
T. J. Nelson
K. B. Sundaram
Parveen Wahid

Proxies: Jorge Medina
M. A. Belkerdid

1. CALL TO ORDER

The meeting was called to order by Chairman Geoff Dick at 6:00 p.m. A quorum of 10 members (2 proxies) out of the 18 members required was present.

2. CHAIRMAN'S REMARKS

Chairman Dick attended the memorial service for Sally Merry's husband and son.

Brian Vancata will replace Conrad Blankenzee as Program Chairman for the Section.

Future Section meetings will be held at Automation Intelligence, 1200 W. Colonial Drive. Refreshments will be served!

George Tack will be the new Pace Chairman.

George McClure has volunteered to be the Chairman of the Vehicular Technology conference to be held in Orlando in 1990.

Sandy Walker has volunteered to serve as Membership Chairman, replacing Woody Carter.

A Career's Workshop and participation in video conferences are being considered.

Brian Vancata may represent the Orlando Section at the Section Conference in October in California.

Bob Harney and Don Malocha were asked to attend the IEEE
Admissions and Advancement Committee Meeting on November 21 at Stouffer’s Hotel near Sea World.

3. OLD MINUTES

Item 2: Donohue Associates Advertising is the complete name replacing "Mr. Donohue".

Item 5: $2241 from the Section vice $4163.

The August minutes were moved for acceptance by Don Malocha, second by Tom Nelson. Motion carried.

4. TREASURER’S REPORT - Geoff Dick for Majjied Belkeerdid

Frank Fluet moved for acceptance, second by Tom Nelson. Motion carried.

5. VICE CHAIRMAN’S REPORT - T. J. Nelson (No report)

6. CHAPTER’S CHAIRMAN - Geoff Dick for Jorge Medina

Updated copies of organization, budget, etc. for the chapters were circulated at the meeting.

7. AWARDS CHAIRMAN - Frank Fluet

A call for nominations for awards will appear in the Orlando Section Quarterly (OSQ) in October. An awards plan has been formulated for 1987-88 for awards to be bestowed in February (Awards Banquet) and June (Installation Banquet).

A new column will appear in the OSQ which lists authors and speakers at recent meetings and publications. The purpose of the column is to recognize professionally active Section members and to inform the membership of such activity.

8. PUBLICATIONS - Don Malocha

IEEE logo will be added to the monthly newsletter.

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Geoff Dick for Woody Carter

Orlando Section membership was 1181 members as of June 30, 1987.

11. CONFERENCES - Don Malocha

Planning is underway for the 1991 Ultrasonics Symposium.

The go-ahead was given for the September video conference being held at UCF by Bob Canright and Hal Brown.

September Minutes 2
12. PROGRAMS - No report.
13. PUBLIC RELATIONS - Parveen Wahid (No report)
14. EDUCATION - No Chairman
15. PACE - No Chairman
16. STUDENT ACTIVITIES - No Chairman (No report)
17. HISTORIAN - Russ Theissen (No report)
18. AES - Robert Harney

Planning is underway. Geoff Dick requested that at least two meetings be held in 1987 -- and that meeting reports be submitted to the Section so that a rebate will be forthcoming.

19. AP/MMT - Chris Chrisodoulou for Bob Smallwood

Two planning meetings have been held.

20. ASSP - Ali Atashroo (No report)

21. CHMT/ED - Bob Canright

Plans for hosting the video conference are in full swing. The conference will be held at UCF Instructional Resources Department -- at no charge to the Section. The Site Sponsor is the Orlando Section, the site moderator is Bob Canright.

In regard to the Wednesday weekly meetings at UCF of the CHMT/ED chapter, it was reiterated by the Chairman that meetings must be announced in advance, and that regular members (not just students) should attend.

22. COMPUTERS - Narsingh Deo (No report)

23. COM/VT - Ed Ellis (No report)

24. PE/IA - Mike Haddad

Forty attendees were at the recent meeting on lightning protection. A meeting is planned for September and for October (perhaps with AES).

25. STUDENT BRANCH - Madjid Belkerdid (No report)

No report.

26. UFFCS - Don Malocha (No report)

27. FES - Dave Flinchbaugh (No report)

28. OLD BUSINESS

September Minutes 3
A new proposed budget is attached for perusal.

29. NEW BUSINESS

Motion to adjourn made by Keith Huddleston, second by Tom Nelson. Motion carried.

Respectfully submitted,

[Signature]

G. K. Huddleston
Secretary
Orlando Section

Attachments: Agenda
Chairman's Report
Treasurer's Report
Chapter Chairman's Report
Awards Committee Report
Awards Plan
Membership Report
Preliminary Budget

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IEEE ORLANDO SECTION
Treasurer's Report
September 1, 1987

Checking Account Balance
August 4, 1987 Treasurer's Report $ 3481.37

DISBURSEMENTS:
#1351 Jorge Medina
Chapter Chairman Expenses
8/4/87 $ 11.28

#1352 Ali Atashroo
DSP meeting expenses
9/1/87 $ 29.81

TOTAL DISBURSEMENTS: $ 41.09

SUMMARY:
Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds) $ 3481.37
August 4, 1987 Treasurer's Report

Less Disbursements: $ 41.09
Subtotal: $ 3440.28

Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds) $ 3440.28
September 1, 1987

Dreyfuss Funds Balance (7/24/87) $ 1844.35

GROSS FUNDS: $ 5284.63

Respectfully Submitted
Tuesday September 1, 1987
Madjid Al Belkheid
Treasurer.
IEEE Executive Committee  
Orlando Section  

Gentlemen:  

You are invited to attend the next meeting of the Executive Committee at 5:30 PM on Tuesday, November 3, 1987, at Automation Intelligence, 1200 West Colonial Drive, in Orlando (corner of West Colonial and Orange Blossom Trail). This meeting location is a change from the downtown library.  

Attached are the minutes of the last Executive Committee meeting held Tuesday, October 6, 1987 at the same location.  

Attendees are requested to attach the material handed out at that meeting to the copy of these minutes as indicated on the last page under Attachments. A complete set of minutes is on file with the undersigned.  

Respectfully,  

[Signature]  
G. K. Huddleston  
Secretary  
Orlando Section  

A GOOD MEETING:  
STARTS ON TIME  
HAS AN AGENDA  
RESULTS IN ACTION ITEMS  
ENDS ON TIME  

ieminl
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: October 6, 1987

Location: Automation Intelligence
1200 West Colonial Drive
Orlando, Florida 32804

Attendees: Ali Atashroo
Madjid Belkerdid
Bob Canright
Mannie Connell
Geoffrey Dick
Ed Ellis
David E. Flinchbaugh
Frank Fluet
R. C. Harney
Michael G. Harris
G. K. Huddleston
D. C. Malocha
George McClure
Jorge Medina
T. J. Nelson
Bob Smallwood
Brian Vancata
Sandy Walker

Proxies:

1. CALL TO ORDER - At 5:50 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

Information was disseminated regarding nominations for Program Evaluators for accreditation visits to Engineering and Engineering Technology programs. Contact Geoff.

Geoff, Ed Ellis, and Tom Nelson attended FCIEEE meeting on 9-29-87.

Brian Vancata will represent the Orlando Section at the upcoming IEEE Sections Congress in Anaheim using $800 in expense money received from IEEE Field Services HQ.

A Careers Workshop will be held next spring.

A list of Senior Members was forwarded to IEEE HQ to attend the IEEE Admission and Advancement Committee meeting on November 21 at Stouffers at Sea World.

The Florida Council is requesting nominations for awards: Outstanding Engineer, IEEE Education Medal, Region 3 Outstanding Educator, Haraden Pratt Award, and Region 3 Outstanding Service Award. Contact Frank Fluet.

3. OLD MINUTES - G. K. Huddleston
Item 2: George Taack's name was misspelled.

The August minutes were moved for acceptance by Ed Ellis, second by Tom Nelson. Motion carried.

4. TREASURER'S REPORT - Madjid Belkerdid

Checking Account Balance: $4596.78
Dreyfuss Account Balance: $1867.96
Total: $6464.74

Frank Fluet moved for acceptance, second by Brian Vancata. Motion carried.

5. VICE CHAIRMAN'S REPORT - T. J. Nelson (No report)

6. CHAPTER'S CHAIRMAN - Jorge Medina

Updated copies of organization, budget, etc. for the chapters were circulated at the meeting.

To help Chapter Chairmen on requesting financial support from their national societies, Jorge was directed by the Chairman to mail out his revision of the information packet put together by Keith Huddleston last year.

7. AWARDS CHAIRMAN - Frank Fluet

The deadline for award nominations for the February Awards Banquet is December 15th.

8. PUBLICATIONS - Don Malocha

Save the Newsletter!

The Orlando Section Quarterly (OSQ) needs more advertising support or T.T. Publications will be forced by unprofitability to cease publication under our present arrangements. After more than a year of operation, they have lost $713 while the Section has enjoyed an outstanding publication at very little cost. Three years ago, the Section spent $8000 for the monthly newsletter. This year, we are budgeting $2250 to cover labels, mailing permit, and postage. Our total budget this year is $9550. If $8000 is required for publishing the newsletter, there will not be much left for coffee and doughnuts.

Don will hold a strategy meeting with Eleanor Joyce and Grace Hawkins at T. T. Pubs.

The OSQ format has been reorganized. Inputs are requested by the 10th of the month.

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Sandy Walker

October Minutes 2
Orlando Section membership was 1206 members as of August 31, 1987.

11. CONFERENCES - Don Malocha


George also requested that we employ a conference management service to make conferences more manageable. Motion: Ed Ellis. Second: Tom Nelson. Motion carried with the proviso that a budget be submitted to the Section for approval.

Bob Harney volunteered to investigate hosting the Digital Avionics Conference in 1990.

The video conference on integrated circuits was held at UCF by Bob Canright and Hal Brown in September. The number of paying attendees was 17, with 18 non-paying students. Expenses were approximately $968, income $1105.

12. PROGRAMS - Brian Vancata

The new Program Chairman was invited to contact Conrad Blankenzee to obtain past records and program ideas. The February Awards Banquet and the June Installation Banquet are our main social events to be planned and arranged -- well in advance.

13. PUBLIC RELATIONS - Parveen Wahid (No report)

14. EDUCATION - No Chairman

Dave Flinchbaugh will find someone to serve in this position.

15. PACE - No Chairman

George McClure, PACE Coordinator for Region 3, provided some interesting tax reform information for engineers in a hand-out. George will celebrate his 25th anniversary as an electronics engineer with Martin Marietta later this year.

16. STUDENT ACTIVITIES - Mike Harris

The Student Chapter at UCF is active this fall and is planning a professional conference next March. Membership has increased from 70 to over 200 during the past year!

17. HISTORIAN - Russ Theissen (No report)

18. AES - Robert Harney

October Minutes 3
A meeting was held on 21 October with PE/IA Society. Bob will request $250 from AES to support the Orlando Chapter's operations during 1987-88.

19. AP/MTT - Bob Smallwood

A dynamite meeting was held on September 24 at Hewlett Packard. A meeting is planned for October 21.

20. ASSP - Ali Atashroo

The ASSP national organization will support local chapters by reimbursing up to $750 for speaker's expenses; in addition, they will cost share with their own list of speakers. Ali has invited the ASSP national lecturer for December 2. They plan to meet on 4th Wednesday each month at Orlando Public Library. On October 28, Ali plans to show a video on how to run a chapter. He will show it at the next Executive Committee meeting as well. Ali has not yet requested any chapter expense money from ASSP.

21. CHMT/ED - Bob Canright

Chairman Dick charged Bob to request $350 from CHMT national to support chapter operations. A meeting is scheduled on November 18 on solar research.

22. COMPUTERS - Narsingh Deo

Jorge Medina reported that membership has increased by 17, and that $700 has been requested from the national society to support the Orlando Chapter's operations. Meetings are being held as reported on the attached calendar.

23. COM/VT - Ed Ellis

A great meeting was recently held at a secret location on the wrong date! It will be rescheduled.

24. PE/IA - Mike Haddad

A joint meeting is planned for October with AES.

25. STUDENT BRANCH - Madjid Belkerdid

Reports will no longer be required from the Student Branch since it is not really a member of the Executive Committee, and since Mike Harris reports on Student Activities in an official position.

26. UFFCS - Don Malocha

Don plans to attend the Adcom meeting next week in connection with the 1991 Symposium. He plans to request $250 from national.

27. FES - Dave Flinchbaugh (No report)
28. OLD BUSINESS

Frank Fluet moved that the proposed budget totalling $9550 be approved. Second: Bob Smallwood. MC.

29. NEW BUSINESS

Motion to adjourn made by Keith Huddleston, second by Tom Nelson. Motion carried.

Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

Attachments: Agenda
Chairman's Report
Treasurer's Report
Chapter Chairman's Report
Awards Committee Report - none
Publications Report
Membership Report
Conference Reports
Budget
PACE Information

iemin10
LOCAL ITEMS:

1. Executive Meeting Location. This will be our first Executive Committee meeting at Automative Intelligence, 1200 Colonial Avenue, to hold meetings at that location from October 6, 1987 and on.

2. The Educational Activities Board (EAB) of IEEE is requesting volunteers to act as Program Evaluators for accreditation visits to Engineering and Engineering Technology Programs. In a September 16, letter from Keki B. Irani, and Michael F. Kavanaugh, Chairpersons, the Orlando Section has been solicited to provide qualified members. Anyone interested, please contact me for more information and an application.

3. I have been actively soliciting various businesses for advertising in our newsletter. As Eleanor of TT Publications send out personal letters to potential customers, I have been following up with a personal visit to local establishments where feasible. On Sept. 15, I paid a visit to Mr. Troup of Crazy Bob's Computer Warehouse. On 10/3/87 I distributed our rate schedule, as provided in kits from TT Publications, at the Electronics and Computer Show at Expo Center.

4. On 9/26/87 Florida Council held a meeting in Orlando. Tom Nelson, Ed Ellis, and yours truly attended. My report to FCIEEE is attached.

5. On 9/29/87 Cherly Payne, Field Services in N.J. called and offered $800.00 expense money for the Orlando Section to send a delegate to the 1987 Sections Conference, in Anaheim, California on Oct. 16, 17, and 18. Brian Vancata, has volunteered to be our delegate. The expense check will be sent direct to our Treasurer, Madjid Belkerdid.

6. In a letter from Bruno Weinschel, Chairman of the Strategic Planning Committee, the Committee is requesting our Section to submit topics of discussion related to member satisfaction with IEEE services, purposes and goals. He wants us to reply by mail to Don Suppers on 10 questions distributed by the IEEE Spectrum. I am requesting Brian Vancata to find a means to reply to this request in some fashion as we do not have any time left to conduct a survey.

7. The Electronic Connector Study Group, Inc. will be holding a meeting on October 28, 1987 on ITT Cannon Connectors. On November 18, 1987, (Wednesday) the subject of their meeting will be "OSP/OSSP Blind Mating Connectors" for microwave & digital systems packaging. For more information, contact Fred Wachsmann, at 857-3651.

8. As a program goal for Spring of next year, I would like for this Section to sponsor a Careers Workshop. Carl Hussey, FCIEEE, is a qualified instructor. He recently gave a very successful presentation in Richmond, Va.
9. RECOMMENDED APPOINTMENTS TO 1987 IEEE ADMISSION AND ADVANCEMENT COMMITTEE - November 21, 1987. We have received a formal request for 10 to 12 committee volunteers, Senior Members or Fellows, to act as members by Roseann Schulz, Secretary of Admission and Advancement Committee. Reply to Janis Levine, Membership Services, Piscataway, N.J. On September 3, 1987, I replied with name of 12 Orlando Section Senior Members and Fellows:

Geoffrey Dick
Ed Ellis
Donald Malocha
Robert Harney
Carl Flick
Narsingh Deo
James Walter, Jr.
Carl Schunemann
James Gay
Edward Tuttle
Russell Theisen

I also recommended the following two people, but was unable to reach them in time for verbal acceptance:

Karl Lohman
George McClure

10. Florida council, Richard Beatie is requesting nominations from Sections for Florida Council Awards. These awards will be fuel for nomination/endorsement for Region 3 awards.

Outstanding Engineer
IEEE Education Medal and Region 3's Outstanding Educator
Haraden Pratt Award and Region 3's Outstanding Service


Geoffrey Dick
Chairman, Orlando Section
Checking Account Balance
September 1, 1987 Treasurer’s Report

$3440.28

**DISBURSEMENTS:**

#1353
T.T. Publications
September Monthly Mailing ($75)
October Quarterly Mailing ($150)
9/17/87

#1354
SAGA/Marriot
CHMT Video Conference Refreshments
(coffee, snacks...)
10/06/87

TOTAL DISBURSEMENTS :

$343.50

**DEPOSITS:**

10/6/87 CHMT HQ Support for Video Conference

$1500.00

**SUMMARY:**

Checking Account Balance
(including $707.35 IEEE Student Branch Funds)
September 1, 1987 Treasurer’s Report

Less Disbursements :

$343.50

Subtotal :

$2996.78

Plus Deposits :

$1500.00

Checking Account Balance
(including $707.35 IEEE Student Branch Funds)
October 6, 1987

$4596.78

Dreyfuss Funds Balance (10/6/87)

$1067.96

**GROSS FUNDS:**

$6464.74

Respectfully Submitted
Tuesday October 6, 1987

Majid A. Belkerdid
Treasurer.
I. INCOME

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III. EXCESS (DEFICIT)

Of Income over expenses.............. $
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: November 3, 1987
Location: Automation Intelligence
1200 West Colonial Drive
Orlando, Florida 32804

Attendees: Madjid Belkerdid
Narsingh Deo
Geoffrey Dick
Ed Ellis
Frank Fluet
R. C. Harney
G. K. Huddleston
D. C. Malocha
George McClure
T. J. Nelson
Bob Smallwood
George Smallwood
Parveen Wahid
Sandy Walker

Proxies: Jorge Medina
George Taack
Bob Canright

1. CALL TO ORDER - At 5:55 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

Volunteers are solicited to help conduct a Career's Workshop next Spring. Planning is needed now!

We are expecting heavy participation by the Orlando Section in the IEEE week-end being planned at Stouffer's Sea World on November 20-23. A representative is needed at the Membership Development Committee meeting on November 21.

A volunteer is solicited to serve as Chairman of the Education Committee.

Serious attention should be given to opportunities to bid on upcoming conferences as detailed below.

Southcon will be held in Orlando on March 8-10, 1988. Contact Brad Christenson at 1-800-421-6816 for information.

Advertising is still slim for the Orlando Section Quarterly publication.

3. OLD MINUTES - G. K. Huddleston

The October minutes were moved for acceptance by Ed Ellis, second by Bob Harney. Motion carried (MC).

4. TREASURER'S REPORT - Madjid Belkerdid

November Minutes
Checking Account Balance: $6350.92
Dreyfuss Account Balance: $1867.96
Total: $8218.88

Frank Fluet moved for acceptance, second by Narsingh Deo. MC.

Video Conference lost approximately $150.

The Section rebate was received from IEEE HQ for the second half of 1987 for $1647.93 --slightly higher than last year. Complete details are attached as last addendum.

5. VICE CHAIRMAN'S REPORT - T. J. Nelson

Soft drinks, coffee, and donuts are now available during the meetings of the Executive Committee.

6. CHAPTER'S CHAIRMAN - Geof Dick for Jorge Medina

Updated copies of the calendar of meetings for the chapters and an information packet for chapter operations were circulated at the meeting.

For 1986, the rebates were computed according to the Chapter meetings as follows:

<table>
<thead>
<tr>
<th>Members</th>
<th>Meetings</th>
</tr>
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<tbody>
<tr>
<td>AP/MTT</td>
<td>87</td>
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<td>AES</td>
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<td>ED</td>
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<td>TOTALS:</td>
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The zeroes in the Members column denote that less than two meetings were reported to the Section Secretary using the Meeting Report form. No report, no rebate. Chapter Secretaries should send the report to Keith Huddleston within 10 days after the meeting. Chapter Chairmen must see that the Secretary does his duty.

7. AWARDS CHAIRMAN - Frank Fluet

The deadline for Chapter Engineer of the Year and Orlando Section Outstanding Engineer award nominations for the February Awards Banquet is January 15th.

Dr Robert Horton has been nominated for Region 3 Outstanding Engineer, Herbert C. Towle for Outstanding Educator, and Ed Ellis for Outstanding Service awards. These Orlando Section members were the recipients of these awards at the Section level in 1987.

8. PUBLICATIONS - Don Malocha
Don held a strategy meeting with Eleanor Joyce and Grace Hawkins at T. T. Pubs, but to no avail. It is recommended that another party be solicited to handle the advertising (perhaps a commission agent).

Inputs, especially meeting announcements, are requested by the 10th of December for the January OSQ.

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Sandy Walker

Orlando Section membership was 1214 members as of August 30, 1987.

11. CONFERENCES - Don Malocha

1990 VTS Conference - George McClure presented three budget scenarios to show how the net proceeds increase dramatically with increased attendance. Also, OOPS is not lucrative. George will submit final budget to Chairman Dick for his signature.

1990 Digital Avionics Conference - George presented a budget showing $30K surplus with $15K going to the Orlando Section. This conference has exhibits. George volunteered to serve as Chairman for this one too!

1991 UFFC Symposium - Don will serve as Chairman. The Section will not share in the proceeds but the UFFC Chapter will.

1995 MTT Symposium - Keith Huddleston is leading the effort to win this bid with a presentation to the Adcom in May 1988 in New York. The Section will not share in the proceeds but the MTT Chapter will.

Other Meetings: ICASSP, AUTOTESTCON, IMTC, GLOBECOM, EMC.

12. PROGRAMS - Brian Vancata (No report)

Ideas were advanced for the Awards Banquet: Speaker for Airport Expansion? Space Station? Conflict with FES banquet? Must select site and reserve now!

13. PUBLIC RELATIONS - Parveen Wahid

Parveen reported on her attendance at the Sections Congress where 210 out of 217 Sections worldwide were represented (320 members). Her report is attached.

14. EDUCATION - No Chairman

15. PACE - George Taack (No Report)

16. STUDENT ACTIVITIES - Don Malocha for Mike Harris

Meetings are planned for October 30 and November 6.
17. HISTORIAN - Russ Theissen (No report)

18. AES - Robert Harney

Joint meeting was held with PE/IA with the NASA space station as the topic. Fifteen attendees. (** Need meeting report!)

19. AP/MTT - Bob Smallwood

Dr. Hamid spoke at the October 21 meeting. (** Need meeting report!). No meeting is planned for November. Dr. Barton, AP National Lecturer, will speak on December 17 on 'Radar Systems'.

20. ASSP - Ali Atashroo (No Report)

Ali sent the video tape on chapter operations. It was viewed after the meeting.

21. CHMT/ED - Bob Canright (No report)

22. COMPUTERS - Narsingh Deo (No report)

23. COM/VT - Ed Ellis

A meeting is scheduled for November 19, none for December, planning one for January.

24. PE/IA - Mike Haddad (No report)

25. UFFCS - Don Malocha

He has requested $250 from national as pledged.

26. FES - Dave Flinchbaugh (No report)

27. OLD BUSINESS

Motion to approve budget for 1990 VT Conference by Frank Fluet, second by Belkerd. MC.

28. NEW BUSINESS

1990 Digital Avionics Conference - Motion to pursue making a bid for it by Ed Ellis, second by Huddleston. MC. Ed Ellis moved for no-risk option, second by Fluet. Motion defeated. (Option for greatest risk and rewards passed.)

1991 Globecom - 2000 attendees, need 20-40 Section volunteers to run it. Motion to investigate our sponsoring this conference by Frank Fluet, second by Belkerd. MC.

Autotestcon and CASSP - George McClure will gather more information and report.
Motion to adjourn by Don Malocha, second by Belderdid. MC.

Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

Attachments: Agenda
Chairman's Report
Treasurer's Report
Chapter Chairman's Report
Awards Committee Report - none
Publications Report
Membership Report
Conference Reports
Rebate Information
1. Call to order. Quorem. Geoffrey Dick
2. Chairman's Report Geoffrey Dick/Don Malocha
   a. Correspondence
   b. Local News
   c. Distribute Final Proposed Budget for 87-88
3. Minutes Tom Nelson/Keith Huddleston
4. Treasurer's Report Madjid Belkerdidi
5. Vice Chairman's Report Tom Nelson

WORKING COMMITTEES
6. Chapter Chairman's Report Jorge Medina
7. Awards Committee Report Frank Fluet
8. Publications Committee Report Don Malocha/Ed Ellis
9. Advertising Committee Report Geoffrey Dick
10. Membership Development Woody Carter (Sandy Walker)
11. Conference Committee Don Malocha
   a. MTT 12th Annual IEEE International Conference on Infrared and
      Millimeter Waves on December, 14 through 18, 1987 at the
      Americana Dutch Resort Hotel in Orlando.
      for info: Mr. Kenneth Button, Conference Chairman at (617) 253-5561.
   b. VT Conference 1990 George McClure
   c. GLOBECOM 1991 George McClure/G. Dick
   d. Digital Avionics 1990 George McClure
   e. Southco 88' Geoffrey Dick
   f. other
12. Programs Committee Brian Vancata
13. Public Relations Parveen Wahid
   a. Sections Conference - Issues for discussion 10/16 -10/18
   b. other
14. Education Committee Report (position open)
15. PACE George Taack
16. Student Activities Jorge Cadiz/Michael G. Harris
17. Historian Rus Theisen

SPECIAL PROGRAM
18. 15 minute Video on How to Run a Chapter

CHAPTER REPORTS
19. AES Bob Harney/Dave Flinchbaugh
20. AP/MIT R. Smallwood/Christos Christodoulou
21. ASSP Ali Atashroo
22. CHMT/ED Bob Cannright/Harold Brown
   a. Video Tutorial (9/22)
      Bob Cannright/Hal Brown
23. COMP Narsingh Deo
24. COM/VT Ed Ellis
25. PE/IA Michael Haddad/G. Dick
26. UPPC Don Malocha
27. OLD BUSINESS
28. NEW BUSINESS
   a. IEEE 21st Video Conference December 2, 1987 11:00am to 4:00pm EST.
   b. GLOBECOM
   c. Other
29. ADJOURNMENT

AGENDA NOV
Out of the 217 IEEE sections worldwide, 210 were represented with 320 members attending the Sections Congress.

The program consisted of the following:-
1. Two plenary sessions on the topics "Program support for sections, chapters and members' and "Enhanced continued education worldwide". The panel consisted of 6 speakers and a coordinator.
2. Break out sessions to carry out discussions related to the above topics.
3. Tutorials divided under 6 groups related to TAB, RAB, section responsibilities, publications etc.

A complete list of all the topics in the various sessions is included.
Each of the break out sessions arrived at 2 recommendations which were presented at the final plenary session. Through the Congress voting these 22 recommendations were prioritized to be presented to the Board of Directors.
In addition there was a "Networking Luncheon" where members could carry on further discussions over lunch with the speaker on any one of the above topics.
On Friday, October 16th, Dr. Simon Ramo gave a talk on "The Globalization of Technology Advance" during lunch.

Highlights of the meeting:
PLENARY SESSIONS
* Put out a section management manual - include section by-laws, financial goals, officers, task descriptions, section meetings for the year, and an annual report.
* Organize trade shows, workshops, seminars; encourage section members to serve on advisory boards for schools.
* Invite non-active members to IEEE events, publicize all events in industry, places of work.
* Generate funds through student branch.
* Seed money from Electro-funds and Region.
* Share success stories with other sections.
* Offer credit and non-credit Continuing Education courses.
* Get banks, industry to advertise in the newsletter.

BREAK OUT SESSIONS
A. Section/Chapter/Society - Enhancing the cooperative effort.
* Putting membership list on soft disks - problem of converting data from tapes available from IEEE centre.
* Sharing 'profits' of chapter and society when a conference is held.

B. Section's role and responsibilities.
* Request for a toll-free number at centre to answer questions
specific to one region.
* Re-imburseable items for getting money from region.
* Discussion on forming a new chapter.
* Joint chapters meeting at the start of the year - general
  interest topic - include spouses and students; every chapter can
  claim one meeting.

TUTORIALS
A. Officer orientation Workshop.
* Video - Section, Chapter Officer Orientation Programme
* Review of available resources and materials for local officer
  orientation.
* Speakers available from Field Services to give talks to sections
  just starting.

B. Elements of international competitiveness.
* Discussion of major elements of international competitiveness.
* IEEE efforts to make improvements.
* Concern on the decline of American high school education in math
  and science.

NETWORKING LUNCH
Section interaction with student members and branches.
* Hold officer election early (in March); train for 3 months.
* Awards banquet - invite parents, provide some entertainment.
* Organize a one day visit from industry 2-3 weeks before
  recruitment.
* Put out a very professional student newsletter.

List of the topics in the different sessions

Plenary sessions
A. Program support for sections, chapters and members
1. Approaches to planning and implementing a yearly program
   schedule ---- Burtz (Dallas)
2. Using local resources ---- Miller (Tennessee)
3. How national societies influence region 8 section activities
   ---- Winton (Region 8)
4. Successful program ideas - Technical ---- Holte (Minnesota)
5. Successful program ideas - Professional ---- Tax (New Jersey)
6. Successful program ideas - Non-USA ---- Valdez (Peru)

B. Enhanced continuing education worldwide
1. Continuing education in the USA: Boston section ---- Thoren
2. Continuing education in region 5: USA ---- Bertnolli
3. Continuing education in region 8: Non-USA ---- Van der Vorst
4. The IEEE academy for continuing education ---- Kahne
5. New directions in individual learning ---- Cavanagh
6. The future of satellite conferencing ---- Biedenbach
Breakout sessions
1. Speakers: Distinguished lecturer's/Speaker's bureau
2. Technical Audiovisuals: Use, distribution, acquisition
3. Section, chapter, society: enhancing the cooperative effort
4. Professional activities and programs worldwide
5. The region's role and responsibilities
6. New program ideas
7. Defining the needs/IEEE's role in career development
8. Viable continuing education systems for regions 1-7
9. Viable continuing education systems for regions 8-10
10. IEEE academy for continuing education
11. Innovations ideas in continuing education

Tutorials
1. Officer orientation workshops
2. Section interaction with student members and branches
3. Membership development for sections
4. The society/field interface
5. TAB - The technical arm of the IEEE
6. Chapters - A society/section partnership
7. Section participation in society conferences
8. USAB and professional activities
9. Employment opportunities and assistance
10. Making PACE work for your section
11. Pre-college math and science education
12. Individual learning packages
13. Home video tutorials
14. Developing your section newsletter - A guide for beginners
15. IEEE electronic publishing

Respectfully submitted,

Parveen Wahid
Orlando Section Representative
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: December 1, 1987
Location: Automation Intelligence
         1200 West Colonial Drive
         Orlando, Florida 32804
Attendees: Bob Canright
          Madjid Belkerdid
          Narsingh Deo
          Geoffrey Dick
          Ed Ellis
          Frank Fluet
          R. C. Harney
          G. K. Huddleston
          D. C. Malocha
          Jorge Medina
          T. J. Nelson
          George Taack
          Sandy Walker

Proxies: 

1. CALL TO ORDER - At 5:55 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

   Brian Vancata has resigned as Program Chairman. George Taack has
   arranged the Awards Banquet for 20 February at the House of Beef (6:30
   cocktails, 7:00 pm dinner). Suggested speakers include Dr. Zeiberg of
   Martin Marietta, Space Station (Boeing).

   Executive Committe members are encouraged to attend the FCIEEE
   meeting on Saturday at the Holiday Inn.

   The Section was well represented at the 21-22 November IEEE
   weekend at Stouffer's near Sea World.

   We have received information on conducting a Careers Workshop next
   spring -- need volunteers to put it on.

3. OLD MINUTES - G. K. Huddleston

   The October minutes were moved for acceptance by Ed Ellis, second
   by Madjid Belkerdid. Motion carried (MC) with the following corrections:

   Item 27: George McClure submitted the budget.
   Item 28: Ed Ellis volunteered to serve as Chairman of the 1991
          Globecom conference.
4. TREASURER'S REPORT - Madjid Belkerdij

Checking Account Balance: $6078.47
Dreyfuss Account Balance: $1886.29
Total: $7964.76

Ed Ellis moved for acceptance, second by Tom Nelson. MC.

Video Conference lost approximately $150.

The Section rebate was received from IEEE HQ for the second half of 1987 for $1647.93 -- slightly higher than last year. Complete details are attached as last addendum.

5. VICE CHAIRMAN'S REPORT - T. J. Nelson

No Report.

6. CHAPTER'S CHAIRMAN - Jorge Medina

Updated copies of the calendar of meetings for the chapters and an information packet for chapter operations were circulated at the meeting.

ASSP does not include image processing in its name.

EMC is interested in holding joint meetings with AP/MTT.

Computer Society is encourage to offer meetings during hours and at location that regular member can conveniently attend -- holding meetings during the day at UCF does not really meet the aforementioned criteria.

7. AWARDS CHAIRMAN - Frank Fluet

The deadline for Chapter Engineer of the Year and Orlando Section Outstanding Engineer award nominations for the February Awards Banquet is January 15th.

Dr Robert Horton has been nominated for Region 3 Outstanding Engineer, Herbert C. Towle for Outstanding Educator, and Ed Ellis for Outstanding Service awards. These Orlando Section members were the recipients of these awards at the Section level in 1987.

8. PUBLICATIONS - Don Malocha

Ideas for the cover of the Section Notes and OSQ are solicited.

T.T. Pubs has hired an advertising person for the OSQ (Jeanette Slazaman). The OSQ needs five pages of advertising per issue to operate at 20% profit. Bob Canright provided a list of companies from "Vendors Night".

9. ADVERTISING - No Chairman
10. MEMBERSHIP - Sandy Walker
   Orlando Section membership was 1218 members as of September 30, 1987.

11. CONFERENCES - Don Malocha
   No report.

12. PROGRAMS - George Taack
   See Item 2 above for the Awards Banquet.

13. PUBLIC RELATIONS - Parveen Wahid (No Report)

14. EDUCATION - No Chairman

15. PACE - George Taack
   George has received no PACE mail. Chairman Dick directed the Secretary to mail a list of all Chairmen to IEEE Headquarters. (NOTE: The Secretary has received a request for this list and will comply.)

16. STUDENT ACTIVITIES - Mike Harris (No report)

17. HISTORIAN - Russ Theissen (No report)

18. AES - Robert Harney

19. AP/MTT - Bob Smallwood (No report)

20. ASSP - Ali Atashroo (No Report)

21. CHMT/ED - Bob Canright
   Video Conference lost $157.40 with 14 total attendees (4 members, 10 students).
   November meeting of chapter had 8 attendees.

22. COMPUTERS - Narsingh Deo
   November meeting had 16 attendees. Distinguished Lecturer program requires that the local chapter pay local expenses of the Lecturer. No request has been sent to the Computer Society for funds to support chapter operations.

23. COM/VT - Ed Ellis
   A meeting is scheduled for February, maybe for January also.

24. PE/IA - Mike Haddad (No report)
25. UFFCS - Don Malocha

26. FES - Dave Flinchbaugh (No report)

27. OLD BUSINESS

28. NEW BUSINESS

Motion to adjourn by Don Malocha, second by Belderdid. MC.

Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

Attachments: Agenda
Chairman's Report
Treasurer's Report
Chapter Chairman's Report
Awards Committee Report - none
Publications Report
Membership Report

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ORLANDO SECTION IEEE EXECUTIVE COMMITTEE MEETING AGENDA
DECEMBER 1, 1987

1. Call to order. Quorum
Geoffrey Dick

2. Chairman's Report
Geoffrey Dick/Don Malocha

3. Minutes
Tom Nelson/Keith Huddleston

4. Treasurer's Report
Madjid Belkerdij

5. Vice Chairman's Report
Tom Nelson

WORKING COMMITTEES

6. Chapter Chairman's Report
Jorge Medina

7. Awards Committee Report
Frank Fluet

8. Publications Committee Report
Don Malocha/Ed Ellis

9. Advertising Committee Report
Geoffrey Dick

10. Membership Development
Woody Carter (Sandy Walker)

11. Conference Committee
Don Malocha
   a. MIT 12th Annual IEEE International Conference on Infrared and Millimeter Waves on December, 14 through 18, 1987 at the Americana Dutch Resort Hotel in Orlando.
   for info: Mr. Kenneth Button, Conference Chairman at (617) 253-5561.
   b. SOUTHCON March, 7-9, 1988
   c. VP Conference May, 1990
   d. Digital Avionics Oct., 1990
   e. GLOBECOM November, 1991
   f. Ultrasonics December, 1991
   g. AUTOTESTCON 1992
   h. CASSP March, 1993
   i. MIT Symposium 1995

12. Programs Committee
(Position Open)

13. Public Relations
Parveen Wahid
   a. Sections Conference - Issues for discussion 10/16 -10/18
   b. other

14. Education Committee Report
(position open)

15. PACE
George Taack

16. Student Activities
Jorge Cadiz/Michael G. Harris

17. Historian
Rus Theisen

CHAPTER REPORTS

18. AES
Bob Harney/Dave Flinchbaugh

19. AP/MIT
R. Smallwood/Christos Christodoulou

20. ASSP
Ali Atashroo

21. CHMT/ED
Bob Canright/Harold Brown
   a. Video Tutorial (9/22)
   Bob Canright/Hal Brown

22. COMP
Narsingh Deo

23. COM/VT
Ed Ellis

24. PE/IA
Michael Haddad/G. Dick

25. UFFC
Don Malocha

EXECUTIVE COMMITTEE ACTIONS

26. OLD BUSINESS

27. NEW BUSINESS

28. ADJOURNMENT

AGENDA DEC
IEEE ORLANDO SECTION
Treasurer's Report
December 1, 1987

Checking Account Balance
November 3, 1987 Treasurer's Report

$ 6350.92

DISBURSEMENTS:

#1361........ G. K. Huddleston
Section Secretary Expenses
11/3/87

$ 27.64

#1362........ Jorge Medina
Chapters Chairman Expenses
11/3/87

$ 17.80

#1363........ Hal brown
CHMT video Conference Printing costs
11/10/87

$ 77.01

#1364........ TT Publications
December newsletter postage
11/24/87

$ 150.00

TOTAL DISBURSEMENTS:

$ 272.45

DEPOSITS:

NONE

SUMMARY:

Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
November 3, 1987 Treasurer's Report

Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
December 1, 1987

Dreyfuss Funds Balance (11/30/87)

GROSS FUNDS:

$ 6350.92

Less Disbursements :

$ 272.45

Subtotal :

$ 6078.47

Plus Deposits :

$ 0.00

$ 6078.47

$ 1886.29

$ 7964.76

Respectfully Submitted
Tuesday December 1, 1987

Madjid A. Belkerdid
Treasurer.
G. K. Huddleston  
506 Lisa Lane  
Maitland, FL 32751  
January 25, 1988

IEEE Executive Committee  
Orlando Section

Gentlemen:

You are invited to attend the next meeting of the Executive Committee at 5:30 PM on Tuesday, February 2, 1988, at Automation Intelligence, 1200 West Colonial Drive, in Orlando (corner of West Colonial and Orange Blossom Trail).

Attached are the minutes of the last Executive Committee meeting held Tuesday, January 5, 1987 at the same location.

Attendees are requested to attach the material handed out at that meeting to the copy of these minutes as indicated on the last page under Attachments. A complete set of minutes is on file with the undersigned.

A copy of the 1987 Meeting Report Summary is also attached for your perusal before the meeting.

Respectfully,

A e l v θ

G. K. Huddleston  
Secretary  
Orlando Section

A GOOD MEETING:  
STARTS ON TIME  
HAS AN AGENDA  
RESULTS IN ACTION ITEMS  
ENDS ON TIME  
HAS MINUTES

iemirl
### 1987 MEETING REPORT SUMMARY

FOR

ORLANDO SECTION OF IEEE

Region 03  Section 05  Council 51

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<tr>
<th>Unit</th>
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**TOtALS:** 38 737 17 163 0 0 2 134

**NOTES:**

(1) *MEETINGS OF OFFICERS AND EXECUTIVE COMMITTEE.*
(2) **JOINT MEETINGS:**
   COM/VT-UFFC-SECTION - FEBRUARY
   AES-PE/IA - OCTOBER
(3)*** AWARDS BANQUET AND INSTALLATION BANQUET.

Submitted By:

______________________________
Gene K. Huddleston
Secretary, Orlando Section
506 Lisa Lane
Maitland, FL 32751
January 25, 1988

Original L-31 Meeting Reports Attached (Total: 52).
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: January 5, 1987

Location: Automation Intelligence
1200 West Colonial Drive
Orlando, Florida 32804

Attendees: Ali Atashroo
Madjid Belkerdid
Harold Brown
Bob Canright
Mannie Connell
Geoffrey Dick
Ed Ellis
Frank Fluet
Bob Gray
R. C. Harney
G. K. Huddleston
Dave Flinchbaugh
George McClure
Jorge Medina
T. J. Nelson
Bob Smallwood
Brian Vancata

Proxies:

1. CALL TO ORDER - At 5:50 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

   George Taack has arranged the Awards Banquet for 20 February at
   the House of Beef (6:30 cocktails, 7:00 pm dinner, $20 per person).

   FCIIEEE reimbursed $100 to the Orlando Section for awards made last
   year.

   Southcon Magic Circle will meet on January 11, Inner Circle will meet
   on January 12 at Airport Marriott.

   George McClure volunteered to host a Careers Workshop in the Spring.

3. OLD MINUTES - G. K. Huddleston

   The October minutes were moved for acceptance by George McClure,
   second by Frank Fluet. Motion carried (MC) with the following corrections:


   Item 21: Change 'students' to 'non-members'.
4. TREASURER’S REPORT - Madjid Belkerdid

Checking Account Balance: $4885.25
Dreyfuss Account Balance: $1895.10
Total: $6480.35

Frank Fluet moved for acceptance, second by Tom Nelson. MC.

5. VICE CHAIRMAN’S REPORT - T. J. Nelson

Tom Nelson attended the FCIEEE meeting. Vernon Powers emphasized the need to clear more profit on Southcon, probably by cutting the management fee. Cullen Wright and Debbie Powers were nominated as Directors of Southcon for next four years. Carl Hussey and Richard Beatty were elected unanimously as Chairman and Vice Chairman.

6. CHAPTER’S CHAIRMAN - Jorge Medina

Updated copies of the calendar of meetings for the chapters and an information packet for chapter operations were circulated at the meeting.

Reminders were mailed to Chapter Chairmen to submit meeting reports, request national support, recruit new blood, etc.

7. AWARDS CHAIRMAN - Frank Fluet

The deadline for Chapter Engineer of the Year and Orlando Section Outstanding Engineer award nominations for the February Awards Banquet is January 15th.

The call for upgrades to Fellow have been received, and IEEE award deadlines were announced. Only 0.1% of Senior Members can be elected to Fellow grade in a single year: last year, this limit was not reached.

8. PUBLICATIONS - Geoff Dick for Don Malocha

PC Factory has signed up for a full year of ads in the OSQ.

Frank Fluet will be profiled in the next issue of OSQ.

T.T. Publications has moved to a new location: 346 Freeman Street, Longwood, FL 32750, 260-0712 (large pink building near Hwys. 434 and 427). Accumulative Publication Profit (Loss): ($1622.00).

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Geoff Dick for Sandy Walker

Orlando Section membership was 1239 members as of October 30, 1987.

11. CONFERENCES - Geoff Dick/George McClure for Don Malocha

GLOBECON 1991 - Allan Cherin suggests that we move our meeting
date to 1992 or 1993. George was encouraged to continue to pursue this meeting, perhaps using the $10K advance made by COMSEC to the Orlando Section to fund attending Globecon for two years prior to the Orlando date.

A summary of the November TAB meeting was circulated with attention drawn to the new 6 month reporting requirement for conferences.

Digital Avionics 1990 - A letter has been mailed by George McClure expressing our interests and virtues for hosting this meeting.

ICASSP - This premier DSP conference was brought to the attention of the Executive Committee.

AUTOTESTCON in 1992?

A copy of the Conference Management Services contract is attached for the VT Conference in 1990. Linda Lusk and Glenda McClure comprise the Winter Park company, Technical Conference Services. A management fee of $6,000.00 plus 15% of the net profit is proposed for the 120-minimum-attendee conference. (From the conference budget, total income= $39,260, total expenses= $35,260, including the $6,000 management fee).

12. PROGRAMS - George Taack

Mr. Green from the Orlando Airport Authority will be the banquet speaker. Call Geof Dick for reservations.

13. PUBLIC RELATIONS - Parveen Wahid (No Report)

14. EDUCATION - No Chairman

15. PACE - George Taack (No report.)

16. STUDENT ACTIVITIES - Mike Harris (No report)

17. HISTORIAN - Russ Theissen (No report)

18. AES - Robert Harney

Chapter was inactive during December.

19. AP/MTT - Bob Smallwood

A meeting is scheduled for January 21 with National Lecturer Dr. Hovanessian. A well-attended meeting was held on December 12 with Dr. David Barton speaking on modern radar.

20. ASSP - Ali Atashroo

A very successful meeting was held on December 2 with ASSP National Lecturer. Ali plans to take more advantage of ASSP's program of $950 credit for out-of-town speakers.
21. CHMT/ED - Bob Canright

A very good meeting was held in December on the OS/2 system. A meeting is planned for February 3.

Bob has sent a letter to National President of CHMT requesting the formation of a joint chapter with ED.

22. COMPUTERS - Jorge Medina for Narsingh Deo

Meetings are planned for January 21 and February 8 at UCF and Public Library. Chapter gained 7 new members this year.

23. COM/VT - Ed Ellis

A meeting is scheduled for February 18 with National Lecturer on 2-way radio.

24. PE/IA - Mike Haddad (No report)

A meeting is scheduled for January 20 on superconductivity (Carl Flick at Westinghouse). Meetings are planned for February and March. A nomination for PE/IA Engineer of the Year has been made.

25. UFFCS - Don Malocha (No report)

26. FES - Dave Flinchbaugh

Seminars on expert witness and military graphics are planned for January 14 and 21-22 in Tampa and Melbourne, respectively.

27. OLD BUSINESS

The 1987 Financial Report has been submitted to IEEE HQ by Majid Belkerdird, summarized as follows:

| Income:                      | $11,185 |
| Disbursements: ($7,000 for chapter opns.) | 10,622  |
| Postage:                     | 1,186   |
| Services from IEEE HQ:       | 1,353   |

28. NEW BUSINESS

A petition was circulated to nominate Merrill Buckley for IEEE President for 1989.

Motion to adjourn by Tom Nelson, second by Belkerdird. MC.
Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

Attachments: Agenda
Chairman's Report
Treasurer's Report
Chapter Chairman's Report
Awards Committee Report - none
Membership Report
Globecon memo (Cherin/McClure)
Summary of TAB Meeting
TCS Contract
Digital Avionics Letter (Eason/McClure)
Publications Report (By mail)
Jean M. Eason, Chairman-Designate  
9th DASC  
3500 Hilltop Road  
Fort Worth, TX 76109

Dear Ms Eason:

The IEEE Orlando Section is pleased to offer a proposal to host the Ninth Digital Avionics Systems Conference in Orlando, in October 1990. We meet all of the criteria set forth in your letter to our previous section chairman, Donald Malocha, dated 30 April 1987.

The Orlando area has over 60,000 hotel rooms and very competitive airline fares for a passenger volume of 16 million arrivals and departures per year. Because of this volume, our rental car rates are the lowest in the nation. Attached is a summary of conference hotel information.

We have described the DASC meeting requirements for local hotels. At least five hotels meet the space requirements and are candidates for the DASC: the Hilton Buena Vista, Hyatt Orlando, Sheraton Twin Towers, Stouffer's Orlando Resort, and Walt Disney World Contemporary Hotel. We have the full support and cooperation of the Greater Orlando Tourist and Convention Bureau.

The Martin Marietta Electronics and Missiles Group has two major plants in the Orlando area and is a major employer of Orlando Section members. Martin Marietta personnel are active in both AIAA and IEEE activities. Digital avionics systems play an important role in many of its programs, including the TADS/PNVS fire control system for the AH-64 helicopter, the mission equipment for the LHX light attack helicopter, the LANTIRN navigation and targeting system, and numerous missile applications.

The Orlando Section proposes to share in the seed money funding and in the division of any surplus with AES-S on a 50-50 basis and provide all local coordination for the conference, including local arrangements, promotion, exhibits, registration, and production of the conference record. We understand the technical program will be coordinated by the AES-S, and the Orlando Section will support that process as required.
Jean M. Eason
Page 2

Our conference committee will be headed by George F. McClure. I believe you met George at the National PACE Conference in Kansas City. His experience includes chairing two successful conferences, the 1977 IEEE Vehicular Technology Conference and the 1981 AUTOTESTCON, both held in Orlando. In addition, he has worked on SOUTHEASTCON and several SOUTHCONE committees. He is a fellow of IEEE and a member of AIAA. His IEEE society memberships include AES-S, where he is a former chairman of the Orlando chapter. He is also a former member of the AIAA Technical Committee on Support Systems.

Attached is a pro forma budget for the 1990 DASC, together with a summary we prepared of your conference requirements and letters from local hotels expressing interest in helping to make the 1990 DASC a success.

Any additional information you may need for the site selection decision-making process will be provided upon request. You may contact George McClure at Martin Marietta, telephone (305) 356-3782, or at P.O. Box 5837, MP-715, Orlando, FL 32855.

We believe that all the ingredients for a very successful DASC have been brought together in our proposal, and we look forward to your favorable decision.

Sincerely,

Geoffrey E. Dick
Chairman, Orlando Section

Enclosures
1990 DIGITAL AVIONICS SYSTEMS CONFERENCE
PRO FORMA BUDGET
[ASSUMPTION: 300 ATTENDEES]

DATE OF CONFERENCE: October 1990
DATE THIS REPORT: 4 January 1988

CONFERENCE LOCATION: Orlando, Florida

INCOME

REGISTRATION FEES $43,500 300 at $145 cost/attendee
PUBLICATION SALES $5,340 IEEE 00FS, 300 cys @ $5 + $0.016/page X 800 pp
EXHIBITS $70,000 70 booths @ $1000 each
SOCIAL FUNCTIONS ------ Priced in registration fee
VENDOR SUPPORT $6,000 Advertising, coffee break sponsorships
ALL OTHER (ADVANCES) $6,000 Seed money, half from AESS, half from Section

TOTAL RECEIPTS $130,840 (Not including tutorials)

EXPENSES

PROMOTIONAL COSTS $12,500 15,000 pieces X 2
(programs and mailings)
ADMINISTRATIVE COSTS $14,000
CONF RECORD PUBLISHING $19,200 800 pp X 700 cy X .03, + $400 shpg
SOCIAL FUNCTIONS
AUTHORS' BREAKFASTS $2,700 (225 authors @ $12)
LUNCHES, ATTENDEES $7,200 1 Lunch, 400 attendees @ $18
RECEPTIONS $4,500 2, for 450 attendees each, @ $5 (cash bar)
EXHIBIT BUFFET $7,200 Sandwich buffet for 400 @ $7
AUDIO-VISUAL RENTALS $4,000
COFFEE BREAKS $6,500
SPOUSES' LOUNGE $1,000
EXHIBITS $10,000 (includes exhibits contractor)
COMMITTEE EXPENSES $600

TOTAL EXPENSES $89,400 (Not including tutorials)

NET SURPLUS

TOTAL RECEIPTS $130,840 POST-CONFERENCE DISTRIBUTION
MINUS TOTAL EXPENSES $89,400 NET TO BE DISTRIBUTED
MINUS ADVANCE LOANS REPaid $5,000 COSPONSOR AMOUNT SHARE % OF NET
NET SURPLUS $35,440 ------------------------------
15% OF NET FOR MANAGEMENT $5,316 AESS $15,062 50
NET TO SPONSORS $30,124 ORLANDO SECTION $15,062 50

SIGNATURE: ---------------------------------- DATE: ______________
CHAIRMAN, ORLANDO SECTION
Sponsorship of this biannual conference alternates between IEEE and AIAA. IEEE years are 1986 and 1990. The 1986 conference was held in Fort Worth, Texas. When AIAA runs it, it is handled through their headquarters, including publications. IEEE runs the conference with volunteers, sponsorship shared between the AES and a local section. The conference is held in October.

In IEEE years, the technical program is the responsibility of AES. The section takes care of the local arrangements, registration, and exhibits. A typical exhibition is 70 booths, 8 x 10 or 10 x 10 feet. Booths sell for $1000 each.

The conference runs for four days, including a day of tutorials. For the technical sessions, after a plenary session the first morning, there are 5 breakouts, each seating about 100 people.

In 1986, there were 300 to 350 fully paid attendees, with another 100 to 150 attending at a special rate. Another 500 people came only for the exhibits, which were free of admission charge.

There were 400 rooms used in hotels by attendees, a total of some 1600 room-nights. Hotels generally provide one room-night free to the conference committee for every 50 sold.

Food functions include a speakers' breakfast each morning (for that day's speakers), one large luncheon on Wednesday for 400, a sandwich/buffet luncheon in the exhibit hall on Tuesday, and two evening receptions in the exhibit hall, from 6 to 8 p.m.

The Orlando representative to the Sections Congress received a brochure on this conference from Jean Eason, of the Fort Worth conference committee.

Advance funding requirements for this conference are $6,000, split equally between the AES and the host section. Surplus from the 1986 conference was around $25,000. When it was held in Seattle, the surplus was $50,000. The final report for the 1986 Fort Worth Conference has not yet been submitted. Further information can be obtained from Jean Eason at General Dynamics in Fort Worth, 817-280-4001.

The chairman of the Seattle conference was Carey Spitzer of NASA Langley, M/S 265, Hampton, VA. His telephone is 804-865-2925.

The section acting as the local sponsor need not depend on its AES chapter for the manpower, since the technical program is handled by the society. Thus, any section volunteers are eligible to serve on this conference committee.

George McClure
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HOTEL ROOM RATES INDICATIVE, NOT FIRM. SUBJECT TO NEGOTIATION.
ADD 9% TAX TO ROOM RATES; 16% SERVICE GRATUITY AND 6% TAX TO FOOD.
IEEE ORLANDO SECTION
Treasurer's Report
January 5, 1988

Checking Account Balance
December 1, 1987 Treasurer's Report

$ 6078.47

DISBURSEMENTS:

#1365........... G. K. Huddleston
Section Secretary Expenses
12/1/87
$ 23.63

#1366........... Tom Nelson
Refreshments for executive meeting
12/1/87
$ 11.57

#1367........... CHMT HQ Reimbursement
CHMT video Conference Printing costs
12/1/87
$ 1342.60

#1368........... Ali Atashrou
ASSP meeting expenses
12/8/87
$ -15.42

#1369........... Post master. bulk mail permit, 1988
12/23/87
$ 50.00

#1370........... January Quarterly postage

$ 150.00

TOTAL DISBURSEMENTS:

$ 1593.22

DEPOSITS:

12/8/87
FCIEEE 1987 Awards reimbursement

$ 100.00

TOTAL DEPOSITS:

$ 100.00

SUMMARY:
Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
December 1, 1987 Treasurer's Report

$ 6078.47

Less Disbursements:

$ 1593.22

Subtotal:

$ 4485.25

Plus Deposits:

$ 100.00

Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
January 5, 1988

$ 4585.25

Dreyfuss Funds Balance (12/23/87)

$ 1895.10

GROSS FUNDS:

$ 6480.35

Respectfully Submitted
Tuesday January 5, 1988

Madjid A. Belkercid
Treasurer.
# 1987 MEETING REPORT SUMMARY

**FOR**

**ORLANDO SECTION OF IEEE**

Region 03  Section 05  Council 51

<table>
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**NOTES:**

(1) * MEETINGS OF OFFICERS AND EXECUTIVE COMMITTEE.
(2) ** JOINT MEETINGS:
   COM/VT-UFFC-SECTION - FEBRUARY
   AES-PE/IA - OCTOBER
(3) *** AWARDS BANQUET AND INSTALLATION BANQUET.

Submitted By:

______________________________
Gene K. Huddleston
Secretary, Orlando Section
506 Lisa Lane
Maitland, FL 32751
January 25, 1988

Original L-31 Meeting Reports Attached (Total: 52).
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: February 2, 1988

Location: Automation Intelligence
1200 West Colonial Drive
Orlando, Florida 32804

Attendees: Madjid Belkerdid
Harold Brown
Jorge Cadiz
Mannie Connell
Geoffrey Dick
Ed Ellis
Frank Fluet
Steve Farrow
R. C. Harney
G. K. Huddleston
Sandy Walker
Narsingh Deo
Don Malocha
T. J. Nelson
George Taack
Russ Theisen

Proxies: Jorge Medina

1. CALL TO ORDER - At 5:39 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

The two biggest issues facing the Section are the deficit of $1622 for the Section Quarterly newsletter, and the conference services contract which George McClure has asked the Section to sign to support him in running the 1990 VT Conference.

The next FCIEEE meeting will be held on Saturday, 27 February at the Orlando Heritage Inn on International Drive.

The Awards Committee voted on nominees for the Awards Banquet held on February 20.

3. OLD MINUTES - G. K. Huddleston

The January minutes were moved for acceptance by Ed Ellis, second by Belkerdid. Motion carried.
4. TREASURER'S REPORT - Madjid Belkerdidi

   Checking Account Balance: $4453.89
   Dreyfuss Account Balance: $1895.10
   Total: $6348.99

   Frank Fluet moved for acceptance, second by Don Malocha. MC.

5. VICE CHAIRMAN'S REPORT - T. J. Nelson - No Report

6. CHAPTER'S CHAIRMAN - Jorge Medina

   Updated copies of the calendar of meetings for the chapters and an
   information packet for chapter operations were circulated at the meeting.

7. AWARDS CHAIRMAN - Frank Fluet

   William Horton is the FES nominee. Other nominations for awards
   include the following:

   Outstanding Student: Rita Barkley
   Outstanding Graduate Student: David Gregory
   Chapter Engineer of the Year:
      AP/MTT - William Sasser
      ASSP - Yacoub Alsaka
      COMP - Jorge Medina
      PE/IA - Carl Flick
      UFFC - Robert Smythe
   Outstanding Engineering Educator Nominees:
      Christos G. Christodoulou
      Charles E. Hughes
      Donald C. Malocha
      Robert J. Martin
   Outstanding Engineer Nominees:
      Carl Flick
      George M. Green
      Charles E. Hughes
      William H. Sasser
      Robert C. Smythe

8. PUBLICATIONS - Don Malocha

   Don moved that we liquidate our $1622 debt to T.T. Publications,
   second by Huddleston. After discussions of affordability and the revelation
   of a rebate in March, the motion carried.

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Sandy Walker

    Orlando Section membership was 1274 members as of November 30,
    1987.

11. CONFERENCES - Geoff Dick and Don Malocha

February Minutes 2
GLOBECON 1992 - 1992 is the new date.

SOUTHCON 88 - Chuck Mathias reported that 380 exhibitors have signed up (vice 220 in Atlanta in '87). Harris Corporation is supporting Southcon this year after a hiatus.

Digital Avionics 1990 - No report.

ICASSP - No report.

AUTOTESTCON in 1992 - No report.

MTT in 1995 - Huddleston will make presentation to a receptive Adcom in May at the New York meeting.

Russ Thiesen moved that a negotiating committee be formed consisting of Geof Dick and the Chairman of the Conference Committee to negotiate and execute a contract with Technical Conference Services for the 1990 VT Conference. Second by Frank Fluet. MC.

12. PROGRAMS - George Taack

The Awards Banquet plans are proceeding on schedule.

13. PUBLIC RELATIONS - Parveen Wahid (No Report)

14. EDUCATION - No Chairman

15. PACE - George Taack (No report.)

16. STUDENT ACTIVITIES - Jorge Cadiz

Jorge reported the chapter finances and that they have 150 active student members. Three tours and other activities are planned for this semester.

17. HISTORIAN - Russ Theissen

He received the Minutes and will file.

18. AES - Robert Harney

No meetings were held, but an engineer has been nominated for an award.

19. AP/MTT - Bob Smallwood

No report.

20. ASSP - Ali Atashroo

No report.
21. CHMT/ED - Bob Cantright

    A meeting is planned for 15 February.

    National President of CHMT has documents to sign for the formation of a joint chapter with ED.

22. COMPUTERS - Narsingh Deo

    A meeting was held on January 21, featuring IEEE Distinguished Speaker. A meeting is planned for February 8 at UCF and Public Library.

23. COM/VT - Ed Ellis

    A meeting is scheduled for February 18 with National Lecturer on 2-way radio. A meeting is also scheduled for February 10, and another in March.

24. PE/IA - Mike Haddad

    Geoff Dick remarked on past meeting.

25. UFFCS - Don Malocha

    Don submitted a written report.

26. FES - Dave Flinchbaugh

    Seminars on expert witness and military graphics were held on January 14 and 21-22 in Tampa and Melbourne, respectively.

27. OLD BUSINESS

    None.

28. NEW BUSINESS

    None.

    Motion to adjourn by Deo, second by Fluet. MC.
1. Call to order, Quorem, Agenda
   Geoffrey Dick
2. Chairman's Report
   Geoffrey Dick
3. Minutes
   Keith Huddleston
4. Treasurer's Report
   Madjid Belkerdid
5. Vice Chairman's Report
   Tom Nelson

WORKING COMMITTEES

6. Chapter Chairman's Report
   Jorge Medina
7. Awards Committee Report
   Frank Fluet
8. Publications Committee Report
   Don Malocha/Ed Ellis
9. Advertising Committee Report
   Geoffrey Dick
10. Membership Development
    Woody Carter (Sandy Walker)
11. Conference Committee
    Don Malocha
    a. SOUTHCON March, 8-10, 1988
    b. VT Conference May, 1990
    c. Digital Avionics Oct., 1990
    d. Ultrasonics December, 1991
    e. AUTOTESTCON 1992
    f. CASSP March, 1993
    g. GLOBECOM November, 1993
    h. MTT Symposium 1995
12. Programs Committee
    George McClure/G. Dick
    a. Awards Banquet
    b. Careers Workshop
13. Public Relations
    Parveen Wahid
    (position open)
14. Education Committee Report
    Rus Theisen
15. Historian
    George Taack
16. PACE
    Jorge Cadiz/Michael G. Harris
17. Student Activities
    George Taack
    a. Report
    b. Request for space at Southcon by UCF Robotics Team

CHAPTER REPORTS

18. AES
    Bob Harney/Dave Flinchbaugh
19. AP/MTT
    R. Smallwood/Christos Christodoulou
20. ASSP
    Ali Atashroo
21. CHMT/ED
    Bob Canright/Harold Brown
22. COMP
    Narsingh Deo
23. COM/VT
    Ed Ellis
24. PE/IA
    Michael Haddad
25. UFFC
    Don Malocha

EXECUTIVE COMMITTEE ACTIONS

26. OLD BUSINESS
    a. Clean slate: TT Publications expenses
    b. VLS Conference: Managing Company Bid
27. NEW BUSINESS
28. ADJOURNMENT

SPECIAL ACTIVITIES AFTER MEETING

29. AWARDS COMMITTEE - Nominee selection.
IEEE ORLANDO SECTION
Treasurer's Report
February 2, 1988

Checking Account Balance
January 5, 1987 Treasurer's Report
$ 4585.25

DISBURSEMENTS:

#1371........ Frank Fluet
Awards Expenses
1/5/88
$ 22.00

#1372........ Jorye Medina
Chapter’s Chairman’s expenses
1/5/88
$ 9.36

#1373........ Postmaster
Newsletter postage
1/20/88
$ 100.00

TOTAL DISBURSEMENTS:
$ 131.36

DEPOSITS:
None
$ 00.00

TOTAL DEPOSITS:
$ 00.00

SUMMARY:
Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
January 5, 1988 Treasurer’s Report

Less Disbursements:
Subtotal:
Plus Deposits:

$ 4453.89
$ 00.00

Checking Account Balance
(including $ 707.35 IEEE Student Branch Funds)
February 2, 1988

Dreyfuss Funds Balance (12/23/87)
$ 1875.10

GROSS FUNDS:
$ 6348.99

Respectfully Submitted
Tuesday, February 2, 1988

Madjid A. Belkerdid
Treasurer.
In an effort to maintain the most up-to-date officer records, please complete this form below and return it to Field Services with your completed Meeting Report, due by 2/1/88.

SECTION: Orlando  GEOCODE: 03 05 51

(Please Type or Print) TERM OF OFFICE ENDS: 6  88 (month) (year)

SECTION OFFICERS

CHAIRMAN
G.E. Dick  5565742

VICE CHAIRMAN (1)
T. J. Nelson  6187025

VICE CHAIRMAN (2)

SECRETARY
G.K. Huddleston  6197032

TREASURER
M. A. Belkerdik  4462693

MEMBERSHIP DEVELOPMENT
Sandy Walker  

PROFESSIONAL ACTIVITIES
G. B. Taack  4085379

STUDENT ACTIVITIES
M. G. Harris  5151642

EDUCATIONAL ACTIVITIES

NEWSLETTER EDITOR
D. C. Malocha  5940077

AWARDS CHAIRMAN
F. A. Fluet  2632081

CHAPTER CHAIRMEN:

AES CHAPTER
R. C. Harney  4110235

AP/MTT CHAPTER
R. W. Smallwood  8538134

ASSP CHAPTER
M. A. Atashroo  6607527

COMP CHAPTER
N. Deo  1339316

COM/VT CHAPTER
T. E. Ellis  0230276

ED CHAPTER
H. K. Brown  6916209

PE/IA CHAPTER
M. V. Haddad  6166185

UFFCS CHAPTER
D. C. Malocha  5940077

(Attach Additional Page if Necessary.)
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: March 1, 1988
Location: Automation Intelligence
1200 West Colonial Drive
Orlando, Florida 32804

Attendees:
Ali Atashroo
Madjid Belkerdid
Jorge Cadiz
Geoffrey Dick
Ed Ellis
Frank Fluet
Gary Gerard
Bob Gray
R. C. Harney
G. K. Huddleston
Jorge Medina
Don Malocha
T. J. Nelson
Bob Smallwood
Sandy Walker

Proxies:

1. CALL TO ORDER - At 5:50 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

   Geof requested the names of all chapter officers.

   Ed Ellis received the Outstanding Service Award from FCIEEE. Ed, Herbert Towle, and William Horton will be submitted to Region 3 competition.

   Negotiations with TCS for managing the VT Conference have stalled, and advice is being sought from IEEE HQ on how to handle unforeseen events.

   Southcon 90 and 91 are entertaining bids for hosting.

3. OLD MINUTES - G. K. Huddleston

   The February minutes were moved for acceptance by Ed Ellis, second by Belkerdid. Motion carried.
4. TREASURER'S REPORT - Madjid Belkerdid

Checking Account Balance: $4235.19
Dreyfuss Account Balance: $1918.89
Total: $6154.08

Expenses for the Awards Banquet were $1102, income $880. There were 64 attendees. Every nominee for an award received a free dinner.

UFFC received $250 from national, and AP/MTT received $500.

Frank Fluet moved for acceptance, second by Ed Ellis. MC.

5. VICE CHAIRMAN'S REPORT - T. J. Nelson - No Report

6. CHAPTER’S CHAIRMAN - Jorge Medina

Updated copies of the calendar of meetings for the chapters and an information packet for chapter operations were circulated at the meeting.

7. AWARDS CHAIRMAN - Frank Fluet

Several items were discussed: procedure used to invite nominees to the dinner; a member-at-large award; entertainment to obviate boredom.

8. PUBLICATIONS - Don Malocha

Section Notes were mailed late because labels were sent to old T.T. Pubs address. The number of pages in the Section Notes will be kept at 8 maximum to control costs. George Taack will order new labels by telephone.

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Sandy Walker

Orlando Section membership was 1274 members as of January 31, 1988.

11. CONFERENCES - Geoff Dick and Don Malocha

VT 1990 - Evan Richards, National Conference Chairman, has notified us officially that Orlando is the 1990 site.

GLOBECON 1992 - No report.
Digital Avionics 1990 - No report.
ICASSP - No report.
AUTOTESTCON in 1992 - No report.

MTT in 1995 - Huddleston will make presentation to a receptive Adcom in May at the New York meeting.
12. PROGRAMS - George Taack

The Awards Banquet was very nice.

The Careers Workshop will be held May 27-28 starting with a dinner session and running all day Saturday at a cost of $50 per person. Location is still to be announced.

13. PUBLIC RELATIONS - Parveen Wahid

Attempts are being made to get photographs from banquet into the Orlando Sentinel.

14. EDUCATION - No Chairman

Bob Harney asked if UCF would host the May video conference. Don Malocha will find out.

15. PACE - GeoF Dick for George Taack

Orlando Section will send a representative to the PACE Conference at PACE expense.

16. STUDENT ACTIVITIES - Jorge Cadiz

Upcoming events include meeting, tour, and election of new officers. Southcon tickets were distributed to 140 UCF students.

SPAC - Student Professional Awareness Conference will be held on April 13, using $700 from the Student Chapter treasury of $707.35 held by the Section. Discussion centered on scaling down from 250 to 100 attendees. Don Malocha suggested a call to Region 3 for matching funds.

17. HISTORIAN - Russ Theissen

18. AES - Robert Harney (No report)

19. AP/MTT - Bob Smallwood

National has sent $500 to support chapter operations. Meetings are planned for March 4 and April 28 - both with APP National Lecturers.

20. ASSP - Ali Atashroo

Arnie Williams of Martin Marietta spoke at the UCF meeting. Dr. Alsaka will speak this month. ICASSP invited Ali to attend chapter meeting on April 9. Ali’s new address is:

1512 Indian Dance Ct.
Maitland, FL 32751
21. CHMT/ED - Bob Canright

   No report.

22. COMPUTERS - Narsingh Deo

   A recent afternoon meeting was very successful, but no one showed up
   at the evening meeting.

23. COM/VT - Ed Ellis

   The meeting scheduled for February 18 with National Lecturer on 2-
   way radio had 8 attendees, due to last minute change in rooms. A meeting is
   also scheduled for March on equal access at Winter Park office of United
   Telephone.

24. PE/IA - Bob Gray for Mike Haddad

   Meetings were held on January 20 and February 9 at Westinghouse.
   Joe Fisher spoke on February 25 at Omni International Hotel. On March 24,
   a talk on world class surge protection will be given at Gary's Duck Inn.
   More meetings are planned for the second quarter.

25. UFFCS - Don Malocha

   The chapter has received $250 from national to support chapter
   operations. On March 15, Sawtek will give a talk at UCF.

26. FES - Dave Flinchbaugh

   No report.

27. OLD BUSINESS

   (1) VT conference is still unresolved.

   (2) Ed Ellis moved to have the Careers II Workshop. Second by Bob
   Harney. MC. Geoff will invite John Gilbert to participate.

28. NEW BUSINESS

   Chapters must be careful not to overspend their budgets, in view of the
   $1622 payment to be made to T.T. Pubs. The Section budget should be
   revised.

   Motion to adjourn by Ed Ellis, second by Belkerdid. MC.
Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

Attachments:
- Agenda
- Chairman's Report
- Old Minutes
- Treasurer's Report
- Chapter Chairman's Report
- Invitation to host Southcon
- Awards Committee Report
- Membership Report
- Awards Banquet Photo Record

NEXT MEETING

Tuesday, April 5, 1988
Automation Intelligence
5:30 PM

iemin388
ORLANDO SECTION IEEE EXECUTIVE COMMITTEE MEETING AGENDA
MARCH 1, 1988

1. Call to order, Quorem, Agenda
   Geoffrey Dick

2. Chairman's Report
   Geoffrey Dick

3. Minutes
   Keith Huddleston

4. Treasurer's Report
   Madjid Belkerdid

5. Vice Chairman's Report
   Tom Nelson

WORKING COMMITTEES

6. Chapter Chairman's Report
   Jorge Medina

7. Awards Committee Report
   Frank Fluet

8. Publications Committee Report
   Don Malocha/Ed Ellis

9. Advertising Committee Report
   Geoffrey Dick

10. Membership Development
    Woody Carter (Sandy Walker)

11. Conference Committee
    a. SOUTHCON March, 8-10, 1988
       Don Malocha
    b. VT Conference May, 1990
       Ed Ellis/Chuck Mathias
    c. Digital Avionics Oct., 1990
       George McClure/G. Dick
    d. Ultrasonics December, 1991
       George McClure
    e. AUTOTESTCON 1992
       Don Malocha
    f. CASSP March, 1993
       George McClure
    g. GLOBECOM November, 1993
       George McClure/G. Dick
    h. MTT Symposium 1995

12. Programs Committee
    a. Awards Banquet
       George Taack
    b. Careers Workshop
       George Taack

13. Public Relations
    Farveen Wahid

14. Education Committee Report
    (position open)

15. Historian
    Rus Theisen

16. PACE
    George Taack

17. Student Activities
    a. Report
       Jorge Cadiz/Michael G. Harris
    b. Request for space at Southcon by UCF Robotics Team

CHAPTER REPORTS

18. AES
    Bob Harney/Dave Flinchbaugh

19. AP/MMT
    R. Smallwood/Christos Christodoulou

20. ASSP
    Ali Atashroo

21. CHMT/ED
    Bob Carright/Harold Brown

22. COMP
    Narsingh Deo

23. COM/VT
    Ed Ellis

24. PE/IA
    Michael Haddad

25. UFFC
    Don Malocha

EXECUTIVE COMMITTEE ACTIONS

26. OLD BUSINESS
   a. VLS Conference: Managing Company Bid

27. NEW BUSINESS

28. ADJOURNMENT
CHECKING ACCOUNT BALANCE
February 2, 1988 Treasurer's Report

$4453.89

DISBURSEMENTS:

#1374............. Frank Flut
FES participation fee + FES awards
Dinner tickets for IEEE nominee
2/2/88
$95.00

#1375............. House of Beef
Awards banquet expenses
2/20/88
$1103.70

#1376............. Postmaster
Newsletter postage
2/25/88
$150.00

TOTAL DISBURSEMENTS:
$1348.70

DEPOSITS:

2/25/88 UFFC Society for chapter support $250.00
2/26/88 Awards Banquet receipts $880.00

TOTAL DEPOSITS:
$1130.00

SUMMARY:
Checking Account Balance
(including $707.35 IEEE Student Branch Funds)
February 2, 1988 Treasurer's Report

Less Disbursements:
Subtotal:
Plus Deposits:

$1348.70
$3105.19
$1130.00

Checking Account Balance
(including $707.35 IEEE Student Branch Funds)
March 1, 1988

$4235.19

Dreyfuss Funds Balance (03/01/88)) $1918.89

GROSS FUNDS:
$6154.08

Respectfully Submitted
Tuesday March 1, 1988

Majid A. Bekheridid
Treasurer.
IEEE ORLANDO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

Date: April 5, 1988
Location: Automation Intelligence
1200 West Colonial Drive
Orlando, Florida 32804

Attendees: Madjid Belkerdid
Bob Canright
Geoffrey Dick
Ed Ellis
Frank Fluet
John Gilbert
Bob Gray
Narsingh Deo
G. K. Huddleston
Jorge Medina
George F. McClure
T. J. Nelson
Sandy Walker

Proxies: George Taack

1. CALL TO ORDER - At 5:53 P.M.

2. CHAIRMAN'S REMARKS - Geoff Dick

Careers Workshop is planned.

The FCIIEEE by-law which requires the V. Chairman to be a member of FES was discussed. Straw vote of the Executive Committee was unanimous against the new by-law. A second straw vote was in favor of 1 vote per Section rather than being proportional to size (7 to 4).

A working committee to oversee the VTS conference was appointed: Huddleston, Belkerdid, Nelson, Medina, and Fluet.

3. OLD MINUTES - G. K. Huddleston

The March minutes were moved for acceptance by John Gilbert, second by Belkerdid. Motion carried.

4. TREASURER'S REPORT - Madjid Belkerdid

Checking Account Balance: $2685.94
Dreyfuss Account Balance: $1929.44
Total: $4615.38

Rebate is expected in late April from IEEE HQ and will bolster the sagging treasury. One of the biggest expenses incurred is the $100 per month for postage on 1300 copies of the newsletter.

Frank Fluet moved for acceptance, second by Ed Ellis. MC.
5. VICE CHAIRMAN'S REPORT - T. J. Nelson - No Report

6. CHAPTER'S CHAIRMAN - Jorge Medina

   Updated copies of the calendar of meetings for the chapters were
circulated at the meeting.

   Chapter Chairmen were solicited to submit meeting reports.

   T.T. Publications has a fax machine for receiving newsletter inputs
over the telephone.

7. AWARDS CHAIRMAN - Frank Fluet

   William Horton has won the Region 3 Outstanding Engineer award, and
Bob Smythe, Vice President of PTI, was Section Engineer of the Year.
Congratulations!

8. PUBLICATIONS - Don Malooha

   Mailing labels have been ordered through April 1989. T.T. Pubs has
been paid the $1600 plus loss incurred in the Section's behalf.

9. ADVERTISING - No Chairman

10. MEMBERSHIP - Sandy Walker

    Orlando Section membership was 1274 members as of February 29,

11. CONFERENCES - Geoff Dick and Don Malooha

    VT 1990 - After a presentation by Glenda McClure and much
discussion, the management contract with Technical Conference Services was
moved for approval by Belkerdid, second by Huddleston. Motion carried.
Contract was signed by Geoff Dick.

    GLOBECON 1992 - No report.

    Digital Avionics 1990 - Denver may bid against us.

    ICASSP - Expect 1500 attendees; should bid on this one.

    AUTOTESTCON in 1992 - A growing conference: 1200 attended in
Minneapolis, 1500 in Philadelphia.

    MTT in 1995 - Nothing new.

12. PROGRAMS - Geoff Dick for George Taack

    Careers Workshop is planned for May 27-28 at Altamonte Hilton
Learning Center. Room will hold 42, need only 25 for successful meeting.
Motion to contract the room by Belkerdid, second by Nelson. MC.

April Minutes  2
Installation Banquet is planned for June 11 or 18. Dr. Deo will check Viceroy restaurant. Speaker needed.

13. PUBLIC RELATIONS - Parveen Wahid
   No report.

14. EDUCATION - No Chairman
   No report.

15. PACE - John Gilbert for George Taack
   Orlando Section will send John Gilbert to the PACE Conference at PACE expense.

16. STUDENT ACTIVITIES - Jorge Cadiz
   No report.

17. HISTORIAN - Russ Theissen

18. AES - Robert Harney (No report)

19. AP/MTT - Bob Smallwood
   No report.

20. ASSP - Ali Atashroo
   No report.

21. CHMT/ED - Bob Canright
   Letter has been received formalizing CHMT/ED as a joint chapter, effective January 20, 1988.

   A chapter meeting was held in March, one is planned in April. A meeting on education is also being planned.

22. COMPUTERS - Jorge Medina for Narsingh Deo
   Thirty attendees at last meeting. No national funds received to date in response to letter to national.

23. COM/VT - Ed Ellis
   March meeting had 3 attendees. No meetings are planned for April-June. Officers will meet at Ed's home on April 25.

24. PE/IA - Bob Gray for Mike Haddad
   Tour of Orlando airport is planned for April 21. Motor protection
will be topic of May meeting. June will discuss reliable electric supply at hospitals. Surge protectors will be subject of July (thunderstorms!) meeting. Bob will be the chairman next year.

25. UFFCS - Don Malocha

A meeting was held in March, one is planned for April. Attendance is a problem. Suggestions were made to increase attendance.

26. FES - Dave Flinchbaugh

No report.

27. OLD BUSINESS

Nominations for next year's officer were announced in Newsletter as follows:

Chairman - Tom Nelson
Secretary - Jorge Medina
Vice Chairman - Keith Huddleston
Treasurer - Madjid Belkerdid

28. NEW BUSINESS

Motion to adjourn by Ed Ellis, second by Belkerdid. MC.

Respectfully submitted,

G. K. Huddleston
Secretary
Orlando Section

Attachments:

Agenda
Chairman's Report
Old Minutes
Treasurer's Report
Executive Committee Roster
Membership Report
Careers II Workshop Flyer
CHMT Letter
PES/IA Activity Report

NEXT MEETING

Tuesday, May 3, 1988
Automation Intelligence

5:30 PM