

Date and Time:

Wednesday, March 21, 2004 at 5:00 PM MDT

Location:

Los Alamos Technical Associates (LATA)
2400 Louisiana Blvd NE # 200
505-884-3800 - Curt Harris

LATA is located directly east of Coronado shopping center directly across Louisiana Blvd. NE in a four-story building that has a four foot blue frieze displaying the LATA logo. Entrance is on the southwest corner of the building. It is on the 2nd Floor, in the Large Conference Room.

Business:

Dinner

Time: 5 PM

Food: Salmon, Asparagus, and Salad – Curt

*****Thanks Curt it was wonderful, definitely worth the \$7*****

Becoming Official

- Sign form w/ acting secretary
- Regina sent it out April 22, 2004

New Secretary

- Read bylaws to see if we can appoint
- AFRL will look for a possible candidate

Tutorial:

Decision: late August

Lead: Murray

Speaker: Regina will contact James Martin

Facilities and Food: Eric and Norm/ run \$42/ head (buffet)

Web Advertising: Francis Peter

Tutorial Flyer: Regina will use existing as prototype

INCOSE General Flyer: Francis Peter

Extended E-mails Lists: Focal point Francis Peter

Website:

Francis Peter: Send URL out to membership

Membership: Feedback

(want a become a member link)

Get on PACA Meeting Agenda for INCOSE Pitch – Professional Aerospace Contractors Association (Jeff Walters)

Need a Membership Chair! ANY VOLUNTEERS

Presentation: Regina M. Gonzales presented on Requirements Engineering.