

## 1. Open Meeting

- Call the meeting to order
- Attendees

P	Sue Czryny	P	Julie Lang	A	Ellen Hagerty
P	Mary Harris	P	Jeff Manhardt	X	JoAnn Boehm
P	Christa Juestock	P	Tony Pappagallo		
A	Erin Keding	A	Patrick Walsh		

P = present A = absent PP = planning to be present PPW = planning to be present webex  
PT - planning to attend tentatively PA = planning to be absent NR = no response

- Approval of Prior Meeting's Minutes – 2/18/2020

## 2. Agenda:

5:45-6:00 - Arrive & eat Meeting Started 6:09

6:00-6:20 – Announcements (Jeff)

- [Bylaw changes](#) - Approved by Board & PMI, ready for membership vote through VoteNet
  - Jeff spoke with Nina about how to do this- we can't have an in-person meeting in April – will move forward with VoteNet solution – it is ready to be deployed. Email will be sent out with access to the Link for the tool(30 days will be allowed for voting)
- Orientation Session - Complete - Do we want another? *This was completed in February – do we need another one? Yes, we will do this in the Fall.*
- Patrick needs to remove himself from VP Finance role due to his increased Work commitments – he will resign at the end of April if we are able to fill the position by that time.
- PMO Council - Next session – April. *This will take place via conference call*
- Board election season - April-May - Technology, Professional Development, Marketing,
  - Erin & Tony can no longer fill these positions – some nominees should be provided (Sara Creenan is interested in the VP Professional Development)
  - Mary can continue as VP Marketing and is considering running for the position
  - Get the names solidified before the April Board Meeting
- Charter renewal - Mar 31 - submitted Mar 8
- Region 4 2020 host status – moved to 2021
- Meeting Focus - Directors efforts

### Technology & Business Services

- Website update – *training is available. Close the project.*
- Bar code scanning
- Naveed – *rest of onboarding is broken – needs to be re-done*
- Logo on Google Suite

### Certification

- PMP Prep Class – New program ← *cancelled the sessions to start in March (Velociteach was willing to take the returns)*
- PMI-ACP - Discussion with Nichole – *contract signed and 3 potential dates were identified*
- CSM - Meeting with Jesse

### Membership

- Chapter member survey – *Should we do one? May not be the right time*
- Status on Chapter Guest Pass program
- Status on new member emails – *Spoke with Aditya about this and someone else is sending*

these out

- Needs contact info for
  - Darlene working with Julie – Director position
  - Ron working with Mary – not a Director

Marketing

- Status of Hootsuite
- Sponsorship updates - ILL, Lighting company, NU – Are these on website & emails?
  - Mary will review and will clean-up the sponsors on the website
- Director Sponsorship transition? Still TBD on the replacement
- Jeff Raugh will play a role
- Monica will be a team member – move her off of the Director position (using the Director Email)
- New name tags and business card – where are the logos stored? In the MKT Folder of Google Drive. Mary to identify the correct logo to use for badges and cards.
- Directors – Dionne (Social Media)???? hasn't participated.

Finance

- Financial update
- Corporate Credit Cards

Professional Development

- 2019-2020 Dinner calendar – April dinner will be virtual (Free)
- 2020 joint PDD with Rochester - July 11 - Batavia racetrack?

Outreach

- Mentor program status – Buffalo has a cultural institute that we may be able to align with to mentor diverse populations in Project Management
- BETA Awards – delayed to late summer or early fall
- Diversity & Inclusion
- PDF Editor – do we have one? No
- Connections at UB ? Sue to check on this
- Job Board (CPS proposed – Rochester PMI is using this) - [Link](#)

<b>A significant new revenue stream that will enable you to reinvest in your membership.</b>	Jobs posted per month	NET revenue per month*	NET revenue per year*
	3	\$630	\$7,560
	5	\$1,050	\$12,600
	10	\$2,100	\$25,200

Trustee

- Buffalo-Niagara Partnership - Greetings to Meetings event – recap
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3. Close Meeting

- Next Board meeting – Board only – April21
- Adjourn meeting Adjourn at 7:45pm