

1. Open Meeting

- Call the meeting to order
- Attendees

P	Sue Czynny	P	Kirk Brauch	A	Ellen Hagerty
A	Mary Harris	P	Jeff Manhardt	P	JoAnn Boehm
P	Christa Jueckstock	P	Dan Augustynek	P	Sara Creenan
P	Angela Korczynski	P	Adam Lange		

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 – 1/19/2021
- Meeting start @ 6:05p

2. Agenda:

6:00-6:20 – Announcements (Jeff)

- Coronavirus/COVID-19 update - Communications, event changes, budget impacts - PPP loan available, pending
- PMO Council – Feb 18 - Planning to meet once a quarter on the 3rd Thursday
- TechBuffalo is interested in Partnering – Sarah Morris & James Partsch - Sue to look into. **Try for one more month and then move on.**
- President transition plan for Adam Lange – Intending to nominate for President starting 2022
- Meeting Focus – 2021 activities based on approved operational plans & budget

Professional Development

- 2021 Dinner calendar update
 - Sara to send the draft calendar to the board
 - Spring PDD: Wed April 21st-22nd 2021. Speakers chosen, finalizing contracts.
 - Fall PDD: Hopefully can be in person, hybrid virtual option?
- Director, Events - possible candidate Steven Rutz.

Outreach

- Create our own Diversity, Equity & Inclusion - <https://www.pmirochester.org/dei>
 - May dinner meeting will be DE&I focused.
 - Sue to send some preliminary information for us to review. Calling all volunteers that would like to join the group.
- Mentor program status through PM4NP class
 - March, April, and May dates solidified, will be posted on the website shortly.
- Future city competition
 - Coming up next Saturday – Virtual link will be provided shortly.

Certification

- PMP prep class – Jan 21 - Final Count, revenue, next class
 - 6 attendees in first class. Did not meet attendance threshold of 15, so \$0 in revenue.
- CSM class?
 - Spring class starting April 6th – 3 weeks, 2 nights per week. (2-hour sessions)
 - Advanced CSM option?
- PMI-ACP prep class?
 - Targeting April/May class, details not finalized yet.

Membership

- Congratulations on a great volunteer appreciation dinner!
- Retiree member rate \$15 – mechanism needed for Jan 1st - Implemented?
 - **PayPal payments is preferred, but physical checks also an option.**
- Chapter member survey
- Chapter Guest Pass program
- Research questions
- New volunteers Kelli, Aamna, Bethann

Marketing

- Social media and newsletter cadence has been spotty

Finance

- Outstanding bills or reimbursements
 - **Healthnow – Thought they paid in Jan, working with Angela to reconcile.**
 - **Moog – Non-responsive after multiple follow ups.**
 - **Apex – Looking for alternative payment options vs. physical check, PayPal preferred.**

Technology & Business Services

- Onboarding new directors -
 - Jason Rainwater, Steven Rutz, Aamna Hussain, Susan Trankle?
- Name tags, access, business cards, etc.
 - **Name Tag quote requested from Crown Trophy. Will share when provided.**
 - **Placed one order for business cards to check quality, ETA Feb 25th. Will place larger order once we feel good about the final design.**
- **If PDD's and dinners continue to be virtual, should we look to leverage Google Meet more.**

Trustee

- Social good - What's next?

3. Close Meeting

- Next Board meeting – March 16th 2021, Board + Directors
- Adjourn meeting **@ 8:09p**

Membership research questions/updates

- How many total members did we lose in 2019?
- Did PMI have an issue with renewing chapter memberships last year? We have heard they did.
- If they did, is the issue resolved and what is PMI doing to proactively reach out to those members who have not renewed?
- Have any of our members applied for hardship due to COVID-19?
- Can members still apply?
- What is PMI's plan to re-engage members who did not renew?
- What is our plan to re-engage those members?