

1. Open Meeting

- Call the meeting to order @ 6:05pm
- Attendees

P	Sue Czyrny	PW	Kirk Brauch		
	Marketing - Open	P	Jeff Manhardt	PW	JoAnn Boehm
P	Kelli Wilson	PW	Dan Augustynek	P	Bill Reese
PW	Angela Korczynski	P	Nicollette Thompson	P	Todd Doner

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 – 9/21/2021

2. Agenda:

6:00-6:20 – Announcements (Jeff)

- Coronavirus/COVID-19 update
- [PMI Impact - Pledge Your Hours](#)
- President transition plan - Nicolette Thompson - monthly meetings scheduled and held
- Global Virtual LIM, 9 October 2021 - Available for free for one year - pmi.org/lim
- Reciprocal agreement with NYC
 - If NYC shares one of their events with us, they will extend member rates to us, and vice-versa.
 - Pros: More options for events. Potential for new members (NYC ex-pats who moved back upstate)
 - Cons: Overlap of topics, logistics, how would we manage their membership status.
- Meeting Focus – 2022 Operating Plan
 - **[Walked through Finance, Prof Dev, Outreach, Certification, Membership and TBS operations plans. Finals to be sent to Dan \(VP, TBS\) to compile into master operating plan by 10/31/2021.](#)**

Finance

- Bank account hack
- Decision needed - where to open new accounts
 - [Decision reached; we will develop a new relationship with Bank on Buffalo.](#)

Professional Development

- 2021 Dinner calendar update
 - Nov 9 - Medaille College
- Fall PDD Nov 2

Outreach

- PM4NP class - 104 trained across 38 companies
 - Oct. 13 – Shared Learning & Application @12:00-1:00pm (for just past attendees)
 - Nov. 16/17 - PM Basics @ 1-5pm
 - Nov. XX - Time Mgmt focus (w/tool)
 - Dec. – Project Charter/Scope TBD (early in month)
- Potential new volunteers - Laura Kirkpatrick, Navaid Jamal

Certification

- PMP prep class
- CSM class
- PMI-ACP prep class
- Team structuring process update

Membership

- Retiree member rate \$15 – progress?
- Recommendations for regrowing membership
- Chapter member survey
- Chapter Guest Pass program
- Volunteer onboarding

Marketing

- Progress on new VP
- Update on Dionne and Nicolette's efforts

Technology & Business Services

- Tech update
 - [Peter Ozog](#) working with Dark Rhino for site map for page ownership
 - Then clean-up
 - Then Kaizen event
- Google Drive Shared Folders

Trustee

- Anything new?

3. Close Meeting

- Next Board meeting – November - Budgeting
- Adjourn meeting @ 8:23pm

Action Items:

- Complete your Operating Plans and deliver to Dan (VP, TBS) by 10/31/2021
- Review and update your [Operations Calendar](#).