



Team: Board
Roles: Jackie May (Leader)
JoAnn Boehm (Act. Reg.)
JoAnn Boehm (Dec. Log)
All (Time Keep.)
Date: 10-December-2008

Attendees: Jackie May, Mark Kwandrans, Brian Griffin, Ward Bray, JoAnn Boehm, Jeff Manhardt, David Lynch

Absent: Nancy Mingus

ACTION REGISTER			
WHO	WHAT	WHEN	DONE
Ward/Brian	Look into opportunities for investment, charity; tax liability re. income; split between operational and other ?	12/31/08	
Jackie	Wordsmith perquisites and submit to Board for approval	12/12/08	Done
David	Submit volunteer attendance estimates to Jeff	12/14/08	Done
Jeff	Submit volunteer rollup for events to Ward	12/15/08	Done
Board	Submit budget changes to Ward	12/15/08	Done
Ward	Publish revised budget	12/19/08	Done
Board	Approve final budget	12/22/08	
Ward	Analyze fixed vs. variable expenses	?	
JoAnn/Jeff	Discuss Speaker contract guidelines	3/31/09	
Jackie/Ward/Jeff	Consolidate PC/Printer needs and make purchase	?	
Brian	Investigate if can capture attendance for analysis within Acteva	?	
Jackie	Send out recommendation for ByLaws verbiage changes	12/19/08	Done
JoAnn	Send Record Retention guidelines again to Board	12/12/08	Done
Board	Give feedback to JoAnn on Record Retention Guidelines before 12/22/08 meeting	12/22/08	Done
Jeff/Liz	Implement Hiring Manager dots at January dinner	1/xx/09	
Jeff/David/Mark	Respond to JoAnn's Operating Plan questions	12/19/08	David open
Board	Give feedback to JoAnn on open Action items assigned to you and your direct reports before 12/22/08 meeting. Provide dates for items not having dates today, and new dates for items past due.	12/22/08	David open
IDEAS IN ACTION: NEW IDEAS FROM THIS SESSION			
WHO	WHAT	OUTCOME	

PLEASE FORWARD NEW IDEAS TO I-REP.

DECISION LOG

Next meeting is Dec. 22nd at 6pm - all Board members should plan to attend via conf. call.
Tentative agenda: 1) Approve 2009 Budget; 2) Approve Bylaws Change; 3) Approve Perquisites definition

Record Retention Guidelines will be accepted as of 12/22/08 unless Board members submit issues, changes to JoAnn by that date.

Budget will be accepted with majority vote in 12/22/08 meeting.

Board meetings will be held 3rd Tuesday of each month beginning in January 2009. The meetings will be a combination of conference calls and face-to-face meetings.

Board prefers to continue to use Survey Monkey rather than PMI Global's Survey tool, due to need to submit all surveys to PMI Global for loading into the tool.

PARKING LOT

Continue discussion on Local Employment support begun in this meeting.

Continue discussion on Facebook/Linked In/Blogs