



Team: Board
Roles: Jackie May (Leader)
 JoAnn Boehm (Act. Reg.)
 JoAnn Boehm (Dec. Log)
 All (Time Keep.)
Date: 28-April-2009

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

Absent: Brian Griffin, Nancy Mingus

ACTION REGISTER

WHO	WHAT	WHEN	DONE
Jackie	Provide Jeff with pieces of information required to complete Strategic Planning Scorecard.	5/31/09	
Ward	Send Jackie Oracle Group's election guidelines	5/1/09	Done
All	Submit feedback to David re. Volunteer Perqs content to be provided by Ann.	4/29/09	
Jackie/ JoAnn	At regional meeting, ask about: PDU reporting available from PMI GOC, sponsorship/advertising tax implications, prof dev. education coordination opportunities	5/3/09	
Ann	Set up volunteer page on website to be similar to Job Posting section. Coordinate with Webadmin team.	5/31/09	
Jeff	Speak with Joel Yacono re. 2 recent reimbursement requests and report back to Ward.	5/1/09	

IDEAS IN ACTION: NEW IDEAS FROM THIS SESSION

WHO	WHAT	OUTCOME

PLEASE FORWARD NEW IDEAS TO I-REP.

DECISION LOG

Next meeting tentatively scheduled for May 19, 2009.

PARKING LOT

Meeting Minutes:

Strategic Planning & Elections - Jackie May

- PMI GOC Scorecard - Scorecard due by year-end. Jackie needs input from Jeff Manhardt to complete scorecard.
- Annual Strategic Planning - London Ontario Chapter interested in sharing planning sessions with us in Spring-Summer. Jackie has begun checking into conference centers.
- Board Slate - 4 positions coming up for re-election: VP Outreach, VP Membership, VP Finance, 1 Trustee. Mark Kwandrans (Outreach) and Jeff Manhardt (VP Prof. Development) are interested in staying in their roles. Mark Kwandrans is also interested in President Elect position. David Lynch (Membership) is to make decision by 5/3/09. Jackie will call for nominations for any open positions by May 22nd via a survey in Survey Monkey. Voting will close June 5th and the results will be presented in the June Annual meeting. Ward will send Jackie sample voting process from Oracle Group. Jackie will then develop new process and send to Board for review/approval.

Volunteer Perquisites Communication - David Lynch

- Ann Galli has developed content. David will send to Board for review tonight. Intent is to present the info in Newsletter and on Website.

Operations Manual - JoAnn Boehm

- Waiting for feedback from Jackie, Dave, Jeff.

Functional Report Outs:

Membership - David Lynch

- June Annual meeting - scheduled for June 9th at Harry's Harbor Grill. Ann to work with Liz and Jeff re. publishing the date.
- Will be sending worksheet of all known, current volunteers to Board. Looking for confirmation of volunteers' participation level, etc. before June meeting.
- Annual survey - David asked who wants to be involved in content. Jeff indicated last year's questions are fine for his area. JoAnn Boehm would like Tom Wojcik and herself to be involved, Mark Kwandrans would like to be involved. David will send sample to all as a talking point.
- Ann Galli may be resigning from Director Volunteers slot due to other commitments. David will update the Board shortly on Ann's decision.

Finance - Ward Bray

- Refund Policy - have received requests for reimbursement that are against our policy. Jeff Manhardt recommended following the policy and not refunding. Jeff to speak with Joel Yacono.
- 2008 taxes will be filed before month-end.

Mark Kwandrans - Outreach

- Had to drop off call.

JoAnn Boehm - Administration

- ByLaws approved in April 7th meeting.
- Webadmin team has begun Email Distribution project. Murray Richburg is PM. Setting up demos in next couple weeks.
- Sponsorship vs. Advertising Guidelines - waiting to speak to Ward. Intend to query topic at Regional meeting this weekend.
- Operational Auditor volunteer form sent to Ann. No word back.
- Have been selected by PMI GOC to participate in 2009-2010 Leadership Institute Masters Class (LIMC).

Jeff Manhardt - Professional Development

- Had only 18 sign up for $\frac{1}{2}$ day April event. This was less than our goal.
- Needs help with determining saturation levels of PDUs. This will help determine the 2009-2010. JoAnn to query GOC whether we can get this information.
- Joel Yacono, Director Educational Development will be resigning due to other commitments, so we'll be searching for a new director.
- Liz Toich is leading a team of 5 members to coordinate the Fall Professional Day. We will be looking for 3-5 sponsors. Format will be keynote speaker in AM, and 3 tracks in afternoon: novice, intermediate, advanced. Membership feedback indicates that they would like higher quality afternoon speakers.