



Team: Board
Roles: Jackie May (Leader)
 JoAnn Boehm (Act. Reg.)
 JoAnn Boehm (Dec. Log)
 All (Time Keep.)
Date: 2-June-2009

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

Absent: Brian Griffin, Nancy Mingus

ACTION REGISTER

WHO	WHAT	WHEN	DONE
All	Let Jackie know if July 18-19 will work for Summer Planning session.	6/12/09	
Jackie	Follow-up with Long Island chapter re. PMP materials.	6/12/09	
Jeff	Check with Joel Yacono and Karen Bosley re. Director Training slot.	6/12/09	
All	Submit changes to Ann Galli on Volunteer Recognition.	By 5pm 6/5/09	
All	Let Jackie know if interested in attending October LIM.	7/18/09	
Kathy/David	Confirm process to manage email distribution list updates	6/5/09	
Ward	Research Sponsorship/Advertising limits, etc. JoAnn to send Ward list of questions.	Due for Next Board meeting	
All	Send Jackie ideas for agenda for Strategic Planning session	6/30/09	

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 June 30th at Chef's.

PARKING LOT

Tentative Strategic Planning meeting agenda:

- new board member transition
- Jackie to put together agenda

Meeting Minutes:

Board Slate - Jackie May

Approximately 50 people have voted to-date. Cutoff is Sunday, June 7th,

Summer Planning - Jackie May

London, Ontario chapter would be interested in doing joint planning for a full day Saturday and $\frac{1}{2}$ day on Sunday in Niagara on the Lake. Dates when rooms would be available: July 11-12, 18-19, 25-26, August 22-23, 29-30. Jackie is checking with Suketu Nagrecha re. being a facilitator. Preference is for July 18-19 weekend.

Will need to decide level of participation of Directors.

PMP V4 Certification Materials - Jackie May/Jeff Manhardt

Jackie has spoken with Steve Potter (Long Island Chapter) re. our using their revised presentation materials. Jackie will check with Steve again, Jeff believes that Joel Yacono would still perform Training Director role if the materials are taken care of. Karen Bosley may also be interested in the Director Training slot.

June 9th Volunteer/Annual Meeting - David Lynch

Ann Galli sent out agenda to Board. Jeff and Dave will not be able to attend. Need to have everyone review their volunteers in the Excel worksheet. Recommends we email our volunteers to ask if attending.

Annual Survey Status - David Lynch

Ready to send out. David reviewed highlights. Jeff requested a question re. # of PDUs currently accumulated by PMPs. Will send out survey ASAP and use deadline of 6/30/09. Will have summary of results ready for Board by July 18th.

Outreach Update - Mark Kwandrans

Jackie and Mark went to London, Ontario Professional Day event. London had 4 page article in Globe & Mail newspaper.

Recent Outreach activities:

- Met with Chris Collins' Six Sigma county government team members. They are training other county employees. May be able to fund way to collaborate with them.
- Met with United Way non-profit resource center. They have someone performing Yellow belt Six Sigma training on a volunteer basis,

Quarterly Financial Status - Ward Bray

Will provide update in near future. Has a volunteer lined up for Reporting position.

PMI GOC/Region 4 Update - Jackie May/JoAnn Boehm

- Leadership Conference - would like to know who interested in attending. Jackie, Mark, JoAnn interested. David - maybe.
- Region 4 Update - Jackie had sent out minutes.
- PMI Performance Scorecard - Jackie has submitted to Suketu Nagrecha for review.
- Region Chapter Activity spreadsheet - JoAnn got feedback from Mark. Would like feedback from Jeff, David.
- DEP/Social Networking surveys - JoAnn and Mark responded.
- Operations Manual - JoAnn needs David's feedback.

Email Project - JoAnn Boehm

Team of Tom Wojcik, Liz Toich, Jeff Manhardt, Gloria Walker led by Murray Richburg to review a few products. Constant Contact and Mail Chimp were finalists. Mail Chimp received majority vote (3 to 2). JoAnn has asked team to verify compatibility with Proteon and relationship with Membership Database project. Cost is minimal (\$25/month). Need to work on business processes for maintenance of lists.

Sponsorship/Advertising - JoAnn Boehm

Need Ward's help to get decision made on whether UBIT is a concern or not.

Professional Development Day - Jeff Manhardt

Planning is well underway for Thursday, October 15th. Jeff will have team check with JoAnn re. sponsorship program if would like to go outside of guidelines.