

**Team:** Board  
**Attendees:** Jackie May, Mark Kwandrans,  
**Roles:** Jackie May (Leader) JoAnn Boehm, Jeff Manhardt,  
Jeff Manhardt (Act. Reg.) Liz Toich, Karen Ryback, Joel  
Yacono,  
Jeff Manhardt (Dec. Log) Tom Wojik, Nancy Mingus, Mary  
Steiner  
All (Time Keep.)  
**Date:** 08/18/09  
5:45-7:54pm **Absent:**

### **ACTION REGISTER**

Action Items are documented on the Open Action Summary.xls

PLEASE FORWARD NEW IDEAS TO I-REP.

### **DECISION LOG**

**Pursue chapter membership rate for Students to \$10 – Matriculated students – motion carried – none opposed**

### **PARKING LOT**

**- Allow directors to attend the LIM or regional event in place of VPs**

### **Meeting Minutes:**

- o Follow-up from Strategic planning session
  - o Review progress on Strategic plan
  - o Insight into plan
  - o Timeframe for plan completion
  - o Complete strategy in Sep - do budgeting in Oct
  
- o Membership
  - o Updated position descriptions
  - o Directors in place
  - o Shared Ops plan, budget and survey results
  - o Next step to review Ops plan
  - o Reviewed list for mailing distribution
  - o Sep 15 dinner meeting - 63 people signed up
  - o Mail distribution project
    - o Meeting scheduled Monday 4pm regroup
    - o Jeff concerned that the project is off-track

- o Professional Development
  - o Al R is volunteering on training
  - o Instructors selected
  - o Only 1 new instructor
  - o 9 people registered for training course to date
  - o Breakfast and dinner events are scheduled - topics pending
  - o PDD - Could be a director position
  
- o Outreach
  - o UB Discussion - real-world opportunities
  - o Bryant & Stratton - Project Management training
  - o PM for kids - working through schedules
  - o Working through online member lists for prospects
  - o CIO Forum looking good
  - o Registered with the government education centers
  - o Future City - looking to connect sooner than October
  - o Non-profits - Karen - 8 non-profits needs assessment working
  - o Non-profit planning has started
  - o Looking to create PM toolbox - forms and templates geared towards non-profits
  - o Looking into mentoring
  - o Pursue chapter membership rate for Students to \$10 - Matriculated students - motion carried -
  - o Post meeting - Jackie identified deadline for 2010 rates is Sep 1st

#### Board event timeline

- o Sep 22 - Next Board meeting
  - § Prof Dev - Have 2010 events
  - § All - review TBD action items to remove or provide dates
- o Oct 27 - leadership meeting - final strategy
- o Nov budgeting