



BOARD MEETING MINUTES

December 17, 2013

1. Open Meeting
 - a. Call the meeting to order 6:08PM at M&T Bank
 - b. Attendees: Mark Kwandrans, Jeff Manhardt, Tom Wojcik, JoAnn Boehm, Pat Walsh, Mary Bagley
2. Approval of minutes
 - a. Previous meeting minutes not reviewable - will be at next meeting
3. Budget Review - The objective is to review the budgets from each area, make suggestions and recommendations that meets the needs of our members
 - a. Technology & Business Services
 - i. Similar to 2013 budget
 - ii. Reduced Webex expense with PMI replacement solution
 - iii. Added iPad Air for events as recommended
 - b. Membership
 - i. Similar to 2013 budget
 - ii. Small recommendations made to focus group section
 - c. Finance
 - i. Similar to 2013 budget
 - ii. Increased reserve recommendation based on goal of full year of revenue in reserve, may change after updates
 - d. Marketing & Communication
 - i. Similar to 2013 budget
 - ii. Mary Harris to provide additional feedback on highlighted items
 - e. President
 - i. Similar to 2013 budget
 - ii. Recommendations to reduce attendee count for LIM & Region meeting
 - f. Outreach
 - i. More discussion needed
 - g. Professional Development
 - i. Similar to 2013
 - ii. Recommendations made to share PMP Prep document using Google Docs
 - iii. Recommendations made to test reductions in member dinner rates to spur attendance
4. Unfinished Business (for discussion or voting)
 - a. Additional board meeting scheduled for Dec 26 5PM as conference call to approve changes to budget

- b. 2014 meeting schedule determined
 - i. 3rd Tue of each month as normal
 - ii. Rotation on a quarterly basis
 - In person
 - Conference call
 - In person - directors included

5. New Business (for discussion or voting)
 - a. Mark - President - has accepted a position with PMI GOC starting 1/1/2014 and must vacate President's position at PMI Buffalo
 - b. Mark made a motion for President-elect JoAnn Boehm to assume Mark's remaining term from 1/1/2014-6/30/14 and to also serve the full term she was elected to from 7/1/2014-6/30/2016
 - c. Pat Walsh seconded the motion
 - d. Unanimously approved by the board

6. Close Meeting
 - a. Next meeting on Dec 26, 2013 (Board, phone)
 - b. Meeting adjourned 8:23PM