



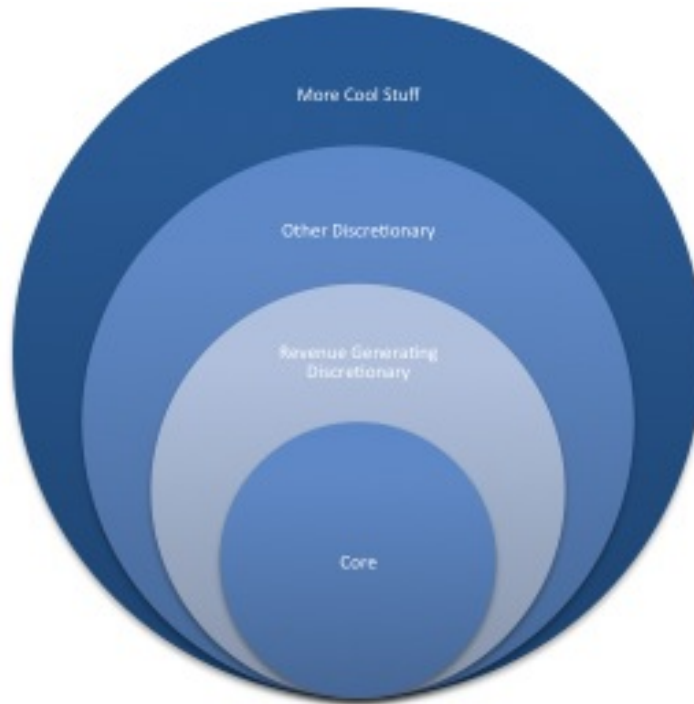
BOARD MEETING MINUTES

September 27, 2013

1. Open Meeting
 - a. Call the meeting to order 5:57PM at M&T Bank
 - b. Attendees: Mark Kwandrans, Jeff Manhardt, Tom Wojcik, JoAnn Boehm, Adam Almeter, Liz Englert, Pat Walsh, Mary Bagley
2. Approval of minutes
 - a. Minutes of June 18, 2013 meeting approved - Yes
3. Reports of Officers, Boards, Committees, Special Committees
 - a. Technology & Business Services
 - i. Single Sign-on - Website Update Proposal
 - Director, Website Administration & VP, Technology reviewed ways to better utilize our website
 - Tested PMI Proteon single sign-on - integrates to VRMS, MYPMI, CCRS and PMI Buffalo website
 - Can be used to restrict documents and content to Buffalo chapter members
 - Recommendations - better position login on the left hand site, change template for 3 columns of information using pmimaine.org as sample
 - Restrict to attendee list - Group can be created - manual
 - b. Membership
 - i. Focus Groups
 - Looking to schedule for Oct 15th 2013
 - Collect input from members as a supplement to the annual survey
 - Deliver more of what members want
 - Cost options discussed
 - a. Paying for all, half, or none of the event
 - b. Board authorized funding to pay for all expenses and discussed charging folks 1/2 of the \$23/person cost
 - Board approved event
4. Unfinished Business (for discussion or voting)
 - a. None noted
5. New Business (for discussion or voting)
 - a. Discussed Leadership institute Meeting in Oct, agreed to purchase PMI Buffalo logo long sleeve blue polo shirts
 - b. Core services and resources - Purpose - Determine how many resources are needed for the activities we have to do - BAU, vs Discretionary or nice to

have/cool stuff

- i. Marketing team
 - 8 resources - supports all efforts and events
 - Doesn't count ambassadors
 - 3 additional for non-core resources
- ii. President - 2 resources
- iii. Finance
 - 2 resources - Financial reporting, Financial viability
- iv. Professional Development
 - Tom provided strategic Planning 2014 - 10 resources
- v. Technology & Business Services - 4 resources
 - 3 directors & VP
- vi. Outreach - 5 resources - Discretionary
 - 4 directors & VP
- vii. Membership - 4 resources
 - 3 directors & VP



6. Close Meeting

- a. Next meeting on Oct 29, 2013 (Board, phone)
- b. Meeting adjourned 8:30PM