

PMI Thumb Chapter Board Meeting-08/12/03

2003/2004 PMI Meeting Schedule: Time: 6:00 PM Location: Bavarian Inn Frankenmuth, MI (Sept, Oct & Nov)

September 9	February 10
October 14	March 9
November 11	April 13
January 13	May 11

2003/2004 Board Meeting Schedule: Time: 6 PM Location: 5401 Gateway Center C/R 100 Flint, MI:

August 26	January 27
September 23	February 24
October 28	March 23
November TBD	April 27
December TBD	

Attendees:

Name	Position Held	Attended
Bartholomew, Tom	Past President	
Buffenbarger, Eric	Web Master (not elected to board)	X
Donovan, Jim	VP Education & Training	X
Dragos, Dan	VP Comptroller	
Grandy, Daleene	VP Communication	X
Hubble, Laurie	VP Publication	X
Kusky, Karl	Past VP Comptroller	X
Mikelonis, Joe	Past Senior VP	X
Natkowski, Sue	Past VP Education & Training	
Nelson, Chevonna	President	X
Robison, Caroline	Senior VP	
Rondy, Dean	VP Marketing	

Call To Order: 6:00 PM. Meeting called to order by Laurie. Seconded by Jim.

Previous minutes: Laurie motioned to approve the previous meeting minutes. Seconded by Jim. Unanimous.

Comptrollers Report:

Checking per monthly statement as of 6/30/03:	\$3,519.58
Savings per quarterly statement as of 6/30/03:	\$8,313.52
Cash on hand:	\$150.00
Total Amount:	\$11,983.10

Comptroller is not present – no updates to the minutes.

A. Chapter Business:

Marketing Plan/Materials Updates – (Dean) Dean provided update prior to meeting. Pens have been purchased for \$361.41. Marketing plan due to roll out at the 8/26/03 meeting. Chevonna is looking for “What is Dean’s plan to market the chapter?” Dean suggested we give the pen to each person who attends. But someone needs to keep track of who has attended and who has not.

Karl suggested we send a pen to all chapter members.

Laurie suggested we advertise – come to the meeting and get a chapter pen.

PMI Thumb Chapter Board Meeting-08/12/03

Laurie made a motion to mail pens with business card and brochure etc. People attending first meeting should get one at the meeting, others would be mailed after the meeting. Seconded by Joe. Majority agreed.

Networking Fair/Employment Opportunities - (Caroline) Daleene past out the information Caroline has provided prior to the meeting. Top part of list is potential for the networking/job fair. The lower part is the companies our chapter represents. **Action:** Caroline - What is the expectations when we call these people. We need a script of who we are, what we're going etc. Question came up: What do we plan to accomplish? Karl suggested we have a kick off speaker. Someone to get the fair started. Chevonna thinks we need a committee to take over and run with this. **Action:** VP of Communications (Daleene) needs to send out a notice regarding need for committee members. **Action:** Daleene send email to Caroline asking for a list of board members in the other MI chapters.

Strategic Plan – (Dan) Dan was not available for this meeting. Dan did send an email stating he would update all next week when he returns from Atlanta. **Action:** Jim to check and see if PMI has a strategic plan we should be following.

Membership Phone Survey – (Laurie/Joe) **Action:** All board members – Send Laurie what you have by the end of this week (August 15). Laurie will provide the count to Joe by Thursday Aug 21.

Speakers – (Caroline) Dan provided email stating Hans Hartman is confirmed for November and will bring his own equipment. **Action:** Sue and Caroline, please provide update on speakers.

Training & Education Updates – (Jim & Sue) Jim has no updates. He is still working on training classes. Jim is working with Pete for the classes he will teach, perhaps this fall. Jim talked to the Bob Clarkson from Davenport. They are interested in providing a class.

Golf Outing – (Jim) Jim will have no updates until 2004. Remove from agenda until that time.

Bylaw Updates – (Caroline) Caroline is unable to attend.

Round Table:

- ◆ **Outgoing President – Tom -**
- ◆ **President – Chevonna - None**
- ◆ **Senior VP – Caroline –**
- ◆ **Outgoing Senior VP – Joe –** Waiting to see how the numbers come from the surveys of members not attending.
- ◆ **VP of Publications - Laurie –**
- ◆ **VP of Education & Training-Jim – None**
- ◆ **Outgoing VP of Education & Training – Sue –**

PMI Thumb Chapter Board Meeting-08/12/03

- ◆ **VP of Comptroller – Dan –**
- ◆ **Outing VP of Comptroller – Karl –**
- ◆ **VP of Marketing - Dean –**
- ◆ **VP of Communications - Daleene –** Need a volunteer for August 26 meeting in my absence. Eric will take minutes.
- ◆ **Webmaster - Eric-** He would like to get a copy of Dreamweaver and a couple of others just to see how they really work before making a recommendation. If you have the software or know how to get it, contact Eric.

Next Board Meeting: August 26, 2003

Agenda items for future meetings:

- Speakers (Caroline & Sue)
- Training & Education (Jim)
- By-Laws (Caroline)
-
-

Meeting Adjourned: Meeting adjourned at 7:09 PM. Motion to close meeting by Jim. Seconded by Laurie