

PMI Thumb Chapter Board Meeting-06/27/04

2004/2005 PMI Meeting Schedule: Time: 6:00 PM Location: TBD
 September 14, 2004
 October 12, 2004
 November 9, 2004
 January 11, 2005

February 8, 2005
 March 8, 2005
 April 12, 2005
 May 10, 2005

2004/2005 Board Meeting Schedule: Time: 5 PM Location: 5401 Gateway Center C/R 113 Flint, MI:
 July 13, 2004
 July 27, 2004
 August 24, 2004
 September 28, 2004
 October 26, 2004
 November – None

December – TBD
 January 25, 2005
 February 22, 2005
 March 22, 2005
 April 26, 2005
 May 24, 2005

Attendees:

Name	Position Held	Attended
Bartholomew, Beth	Outgoing VP Comptroller	
Bartholomew, Tom	Past President	
Buffenbarger, Eric	Web Master	X
Donovan, Jim	VP Education & Training	X
Fendert, Shelly	Incoming VP Comptroller	X
Gooding, Laurie	Incoming Senior VP	X
Grandy, Daleene	VP Communication	X
Hubble, Laurie	VP Publication	X
Kessler, Joanne	Incoming VP Marketing	X
Nelson, Chevonna	President	X
Robison, Caroline	Outgoing Senior VP	X
Rondy, Dean	Outgoing VP Marketing	

Call To Order: 5:09 PM. Meeting called to order by Caroline. Seconded by Chevonna.

Previous minutes: Motion to approve previous board meeting minutes by Joanne. Seconded by Shelly. Unanimous.

Comptrollers Report:

Treasurer’s Report given by Beth in an email to the board members indicates the Chapter has:

Checking per monthly statement as of 06/04/04: \$ 1,750.20

Savings per quarterly statement as of 06/04/04: \$ 3,555.32

Cash on hand: 50.00

Total Amount: \$ 5,355.52

Shelly to provide total income for Golf Outing via email.

Joanne and Jim are being added for the debit cards. Paperwork will be filled out and submitted to the bank.

A. Chapter Business:

Review of Networking Fair Survey (Caroline) – Had some good feedback regarding the networking fair. One thing to discuss is “Are we doing it again? If so, what timeframe?” Caroline has lessons learned to help us improve next year. SIGs are already asking to be involved. Caroline submitted auto PDU to PMI, but it has not appeared on the transcript. She is looking into this.

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Budget Income Discussion (All) – Budget draft distributed by Shelly. There are some issues with information provided. Shelly will resend and the board members will rework their budget.

Speakers for 2004/2005 Chapter Meetings (Caroline) – Caroline has confirmed:
Sept 04 Frank Saladis / Risk Management. Travel expenses between 5 and 6 hundred.
Oct 04 Jennifer Trosper (NASA) / thoughts are Lessons Learned from the Mars Spirit Rover. Travel expenses between 5 and 6 hundred.
Nov 04 – Judith Hunter (GM) Using your PM skills in a non project environment. No expenses.
Jan 05 Ken Catlow (Deputy Director of the Pentagon). No topic as of today. Possible travel expenses between 5 and 6 hundred.
Feb 05 Jill Richards (from Rita Mulcahy group) Pro Active Project Management Traits of a Successful PM. Mileage from Grand Rapids.
March 8 Harold Kerzner (not confirmed).
April 05 Richard Vale (not confirmed).
May 05 is Networking Fair.
Still have Joanne Tuttle, Bill Amato, Londa Wilkes have been approached as possibilities.

Brain Storm New Income Ideas (All) – When we have an event we need to make money. Any ideas can be submitted to Laurie G.

Brain Storm New Training Ideas (All) – Any ideas can be submitted to Jim.

Marketing Goals (Joanne) – Talked about posters. Market special events more (ABC Norm's notebook). Radio stations, cable TV, etc. When we have special speakers, golf outing, networking fair, etc. Joanne will look into a banner.

Strategic Planning (Laurie H / Paul Schwartz) – Paul provided slides regarding his finding ahead of time. What is your real goal of the board? Board feels we should start with information from Paul's slides and continue from there. Everyone should have the presentation, if not let Laurie H or Chevonna know. Look over the vision and mission statements, make all recommendations for change to Laurie H by July 9, 2004. Caroline will provide PMI vision statement to board members by Monday.

PMI Meeting's Location Discussion (All) – Laurie G meet with Ramada to see about having meeting moved to Flint from Frankenmuth. Room \$35.00, overhead at \$20.00 includes podium and screen. Two entrees dinner at \$18.95 including tips, coffee and tea.

Black Forest for same as last year has increased from \$12.50 to \$13.00 per person. Includes tip, coffee, tea, and pop. Two entrees dinner and dessert.

Web Site Improvements/Pictures of Board Members (Eric) – Web updates will include email boxes for each office. One year \$7.50 per month. Two year \$6.50 per month. New companies – state of the art. Eric motions we use host Start Logic. Seconded by Shelly. Unanimous. Chevonna made a motion we go for 1 year. Seconded by Joanne. Unanimous.

Pictures taken on July 27 – Blue shirts.

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Publications – Newsletter (Laurie H) – She is using Microsoft Publisher. Eric's new web site improvements will handle the publications.

Training (Jim) – Training has been on the week-ends, do we want to do during the week. Jim will do a survey to see if week days are good for training.

Process for Automatic PDU for PMP's (Caroline) – There is a form that needs to be submitted to PMI which includes names.

Round Table:

- ◆ **Past President-Tom-**
- ◆ **President-Chevonna-**
- ◆ **Outgoing Senior VP – Caroline** – Caroline suggest bonus programs to be done before the chapter meetings. ½ hr to discuss things like how to get PDU's, etc.
- ◆ **VP of Publications-Laurie –**
- ◆ **VP of Education & Training-Jim –**
- ◆ **Outgoing VP of Comptroller – Beth –**
- ◆ **Outgoing VP of Marketing-Dean –**
- ◆ **VP of Communications - Daleene –**
- ◆ **Incoming VP of Marketing – Joanne –**
- ◆ **Incoming Senior VP – Laurie Gooding –**
- ◆ **Incoming VP Comptroller – Shelly Fendert –**

Next Board Meeting: July 13, 2004

Agenda items for future meetings:

- Brain Storm New Income Ideas
- Brain Storm New Training Ideas
- Process for Automatic PDU

Meeting Adjourned: Meeting adjourned at 7:14 PM. Motion to close meeting by Caroline. Seconded by Joanne.