

PMI Thumb Chapter Board Meeting-09/28/04

2004/2005 PMI Meeting Schedule: Time: 6:00 PM Location: Ramada Inn Flint MI

October 12, 2004	March 8, 2005
November 9, 2004	April 12, 2005
January 11, 2005	May 10, 2005
February 8, 2005	

2004/2005 Board Meeting Schedule: Time: 5 PM Location: 5401 Gateway Center C/R 113 Flint, MI:

October 26, 2004	February 22, 2005
November – None	March 22, 2005
December – TBD	April 26, 2005
January 25, 2005	May 24, 2005

Attendees:

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

Call To Order: 4:04 PM. Meeting called to order by Laurie G. Seconded by Jim.

Previous minutes: Motion to approve previous board meeting minutes by Chevonna. Seconded by Jim. Unanimous.

Comptrollers Report:

Treasurer's Report given by Shelly to the board members indicates the Chapter has:

Checking as of 09/28/04:	\$ 4,753.69
Savings as of 09/28/04:	\$ 3,557.48
Cash on hand:	\$ 50.00
Total Amount:	\$ 8,361.17

Motion to approve will be done in October.

Chevonna, is going to book her flight for the Leaders Conference in Anaheim, CA in October.

A. Chapter Business:

September Chapter Mtg Survey Results (Laurie G) – Attached.

- Need to develop a system to inform the speaker of time left.

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- Company variety is hard to control, based on participation
- Would be difficult to swap meeting locations, due to arrangements made with restaurants
- Room for next meeting is being changed. We hope that this will address the lighting, heat and interruptions.
- Lack of dessert and Coffee has already been addressed by Daleene

Marketing Update (Joanne) – Not present, a banner has been made and will be picked up by Chevonna.

Publication - Newsletter (Laurie H.) – Laurie is looking for information from the board for the newsletter. Especially Marketing.

Training update (Jim) – Jim had a training class in September 18 & 25. We had 21 students, 5 different instructors, from two chapters. Survey results will be posted to the website.

Bonus Program (Laurie G.) – The bonus program for the October meeting is about volunteering for chapter and PMI events. Caroline is working on sponsors for this.

Marketing NASA Event (Chevonna) – Need to market this, to draw more than our normal crowd.

Strategic Planning - Business Plan / Goals /Objectives (Laurie H.) –

Whirly Ball Event (Laurie H.) – Laurie G will have information ready by Friday. Laurie G & H and Chevonna, met to discuss resourcing. The discussed how the games will be set-up and to get the non-chapter members going on their own. Participants will need to provide the type of role they will be during the game. The notes from the meeting will be attached. Participants must spend one hour planning, executing and closing the game in order to obtain your PDU. Risk events will have to be established. Laurie will re-submit the costs to the board members.

Web Site Updates (Eric) – Acteva links have been updated. Daleene is providing a lot of events from other chapters. Eric is trying to come up with a strategy for putting these events on our website. Need to put a caveat on the site for cleanup. Eric is thinking they will be cleaned up at the end of each month. Eric is to update Daleene with postings so she can inform the membership.

Round Table:

- ◆ **Past President - Tom -**
- ◆ **President - Chevonna** – Leadership conference. She is setting up her travel arrangements. Let her know if there is any particular session for her to hit.
- ◆ **VP of Publications – Laurie H. – NP**
- ◆ **VP of Education & Training - Jim – Nothing**
- ◆ **VP of Communications - Daleene – NP**
- ◆ **Incoming VP of Marketing – Joanne – NP**

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- ◆ Incoming Senior VP – Laurie G –Nothing
- ◆ Incoming VP Comptroller – Shelly – NP
- ◆ Web Master – Eric - Nothing

Next Board Meeting: October 26, 2004.

Agenda items for future meetings:

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Meeting Adjourned: Meeting adjourned at 4:47 PM. Motion to close meeting by Laurie G. Seconded by Jim.