



Board of Directors Meeting Minutes  
March 20, 2002

Members Present	Janice Eplett - President (Y), Paula Felver –V.P. Programs (Y), Ken Helms – V.P. Communications (N), Dave Maynard – V.P. Professional Development (Y), Robert Nichter – V.P. Finance (N), Linda Nobel – V.P. Administration (Y), Dianne Minneman–V.P. Membership (Y), June Ball - Past President (Y)
Administration (Linda Nobel)	<ul style="list-style-type: none"> <li>Review Agenda reviewed.</li> <li>February Minutes approved to be posted to the Website.</li> </ul>
Finance (Bob Nichter)	<ul style="list-style-type: none"> <li>2002 Budget Report (budget/actual for income/expenses) – Finalize budget for next time.</li> <li>The Hall bill was compared to the Contract. Everything looks in order.</li> <li>Verified the Website is a yearly charge.</li> <li>The proposed Speaker’s Budget is \$600. This should be approved as part of the 2002 Budget discussions at the April meeting.</li> <li>The Tax form issues continue to be worked. We have been granted partial status as a not-for-profit organization.</li> <li>Bank signature card has been changed to reflect the new President.</li> </ul>
Programs (Paula Felver)	<ul style="list-style-type: none"> <li>Status on 2002 programs – September and December meetings still have speaker openings. Stephen Burgan has volunteered through our website to be a speaker. He is President of Cost Consulting Group, Inc. The topic would be Negotiating Tribal Warfare.</li> <li>Tech Services and Strategic Innovations have volunteered to participate in the Vendor Night. More contacts are needed. We need at least four vendors to make it worth the cost.</li> </ul>
Professional Development / Website (Dave Maynard)	<ul style="list-style-type: none"> <li>Professional Development Report - Dave <ul style="list-style-type: none"> <li>Dave provided a handout and reviewed his proposed approach to control PDU Website credits to ensure we can verify credits are earned. Courses would be structured as follows: 1) course is one week long; 2) based on commercially published and current material book read during the week, 3) down loaded daily material provided for study and commentary; and 4) Three online quizzes given and scored on Monday, Wednesday and Friday. Certificate awarded for participation in forum and completing the quizzes.</li> <li>Dave proposed the first PDU Course be based on the book <u>HIGH-Performance TEAM</u>. June Ball motioned to accept the proposal and authorize Dave to buy the book and develop the course. Paula Felver seconded the motion. The BOD approved the motion.</li> <li>The Board made special note about how nice the new website looks.</li> </ul> </li> </ul>
Membership (Dianne Minneman)	<ul style="list-style-type: none"> <li>Chapter Report <ul style="list-style-type: none"> <li>Dianne prepared a spreadsheet listing our members by PMI expiration month. Looks like February is our critical month. Dianne will send updated membership counts when she gets the February DEP.</li> </ul> </li> </ul> <p>4 new members joined. 5 non-renewals. 28 people renewed. At 137 this month. 42 companies represented in our chapter.</p>
Communications (Ken Helms)	<ul style="list-style-type: none"> <li>Communication Report <ul style="list-style-type: none"> <li>Advertising Policy &amp; related concerns (next meeting)</li> <li>Ken didn't get a financial report to go into the newsletter so he used the space for a bit of information about the chapter. He isn't sure we need to do that every month</li> </ul> </li> </ul>

	<p>anyway. Unless someone finds something seriously wrong with the issue then we can go with the attached.</p> <ul style="list-style-type: none"> <li>○ The flier was sent out with Ken's last email. He faxed the meeting announcements to the media also.</li> </ul>
Old Business (Janice Eplett)	<ul style="list-style-type: none"> <li>● Old Business. <ul style="list-style-type: none"> <li>○ Reviewed &amp; Approved 2002 meeting schedule.</li> </ul> </li> </ul>
New Business (Janice Eplett)	<ul style="list-style-type: none"> <li>● New Business <ul style="list-style-type: none"> <li>○ Optional Meeting Place for future BOD Meeting – not a problem yet. Meetings are scheduled through May. Will address the issue at the end of the Summer.</li> </ul> </li> </ul>
Next Meeting and Adjournment	<ul style="list-style-type: none"> <li>● Next BOD meeting on 4/10/02, 5:30 p.m. to 6:30 p.m., ACPL</li> <li>● Next NEIC PMI meeting on 3/25/02 and 4/29/02 at 5:30 p.m., Hall, Guest House</li> </ul>