



Board of Directors Meeting Minutes
December 10, 2003

Members Present	Janice Eplett - President (Y), Paula Felver –V.P. Programs (N), Ken Helms – V.P. Communications (Y), Dave Maynard – V.P. Professional Development (Y), Robert Nichter – V.P. Finance (N), Linda Nobel – V.P. Administration (N), Dianne Minneman–V.P. Membership (Y), Regina Moorhead – V.P Communications 2004-2005 (Y), Michael Krouse – V.P. Finance 2004-2005 (Y)
Administration (Linda Nobel)	<ul style="list-style-type: none"> The November Minutes were reviewed Dianne Minneman moved to approve the minutes. Ken Helms seconded the motion.
Finance (Bob Nichter)	<ul style="list-style-type: none"> The Financial report was reviewed. Paula Felver moved to approve the Financial Report. Diane Minneman seconded the motion.
Programs (Paula Felver)	<ul style="list-style-type: none"> Pat Ruger will be assisting Paula with 2004 programs. Dave Maynard will present the January program, and will provide a newsletter article related to his presentation.
Professional Development / Website (Dave Maynard)	<ul style="list-style-type: none"> Three people have enrolled in the January PMP class. Dave is making updates to the external “view” of the class website. Classes will be offered each month in 2004. Dave is working with Amy Cutter to assist with the class discussions.
Membership (Dianne Minneman)	<ul style="list-style-type: none"> Membership currently stands at 110, an increase of one since last month. The Board expressed an interest in actively increasing membership in 2004. This will be discussed during the strategy session scheduled for January 7th (see New Business below).
Communications (Ken Helms)	<ul style="list-style-type: none"> Ken has been working with Regina to transfer the responsibilities of this position.
Old Business	<ul style="list-style-type: none"> The budget line items were briefly reviewed. The 2004 budget will be finalized at the January meeting.
New Business	<ul style="list-style-type: none"> The Board discussed the possibility of a new format for future programs, as well as determining a strategy for future programs. A meeting to discuss the strategy for NEIC programs will be held on January 7th at 5:30.
Next Meeting and Adjournment	<ul style="list-style-type: none"> BOD strategy meeting is on Wednesday 1/7/04 5:30 p.m. to 6:30 p.m., Lincoln Building on Clinton, 5th Floor, CR 5044 Next BOD meeting is on Wednesday 1/14/04 5:30 p.m. to 6:30 p.m., Lincoln Building on Clinton, 5th Floor, CR 5044 Next NEIC PMI meeting is on 1/27/04 at 5:30 p.m., Hall’s Guest House