



Board of Directors Meeting Agendas  
October 14, 2003

Members Present	Janice Eplett - President (Y), Paula Felver –V.P. Programs ( Y), Ken Helms – V.P. Communications (N), Dave Maynard – V.P. Professional Development (N), Robert Nichter – V.P Finance ( Y ), Linda Nobel – V.P. Administration (Y ), Dianne Minneman–V.P. Membership (Y )
Administration (Linda Nobel)	<ul style="list-style-type: none"> <li>The agenda was approved with the addition to New Business of a discussion on buying a P.C. projector rather than renting. The September meeting minutes were accepted. Motion to approve both items was given by Paula Felver and second provided by Dianne Minneman.</li> </ul>
Finance (Bob Nichter)	<ul style="list-style-type: none"> <li>Financial report was reviewed. The report showed a check received from RMC for \$320 for advertising. RMC made an error and only wanted to submitted \$160 request for advertising. A refund for \$160 was submitted to RMC.</li> <li>There were two invoices submitted for Infinology. The first bill has been paid, but waiting for confirmation from Dave Maynard to pay second bill.</li> <li>The Financial report was approved. Motion to approve the report was given by Paula Felver and second provided by Linda Nobel.</li> </ul>
Programs (Paula Felver)	<ul style="list-style-type: none"> <li>Program Report was provided. Speakers for the remaining meetings are set. We need to pay the October Speaker ASAP. He requested payment prior to the meeting. It was due October 14.</li> <li>Paula Felver has identified a potential speaker for 2004. His name is Carl Lapan from NIIC.</li> </ul>
Professional Development / Website (Dave Maynard)	<ul style="list-style-type: none"> <li>The BOD reviewed the Professional Development Report submitted by Dave Maynard. <ul style="list-style-type: none"> <li>Dave discussed the web issues we had with Hypermart who mistakenly pulled the plug on our website. They have agreed to provide a reimbursement.</li> <li>Dave has moved our website to Infinology. This web space is a faster, bigger (9 GIGS!), better web space than previously.</li> <li>The classes have gone wild. Dave has two running at the same time with 11 in the September group and 16 in the October group. We have students from Germany, Brazil and Hawaii! There are 26 paying students signed up at this time.</li> <li>The RSVP issues have been resolved. The RSVP’s are currently going to Janice Eplett. Dianne Minniman requested that it also be sent to her.</li> </ul> </li> </ul>
Membership (Dianne Minneman)	<ul style="list-style-type: none"> <li>The Membership Report was reviewed. The Chapter was down two and currently has 105 members. There were 7 non-renewals (mostly from Lincoln folks) and 5 new members. We had 1 new PMP this month. Currently, 50% of the Chapter membership have received their PMP certification</li> <li>Dianne will not be able to make the Chapter meeting on October 28. Bob Nichter will take care of the nametags.</li> </ul>
Communications (Ken Helms)	<ul style="list-style-type: none"> <li>The Communications Report was not available. Ken Helms was unable to attend the meeting. The Newsletter went out on time.</li> </ul>
Old Business	<ul style="list-style-type: none"> <li>The bylaw change approved last month allowing an officer to hold more than two consecutive terms in the same office needs to be submitted to Mary Kate Buschnell at PMI. A softcopy of the bylaws has not been found. Mary Kay Bushnell also stated our bylaws should be updated utilizing the new format template. Janice Eplett will create a softcopy of our bylaws with the approved changes in the new format and send it to PMI. The nomination article needs to be consistent with the bylaw changes.</li> <li>After research and discussion, the recommendation and approval was made that NEIC PMI Chapter keep the zip code area 465, but give up the area code 466 to the newly forming Southbend PMI Chapter. Motion to approve this action was given by Janice Eplett and second provided by Linda Nobel. Bob Guthrie will be notified of this decision.</li> </ul>

New Business	<ul style="list-style-type: none"> <li>• The Insurance has been paid and the Indiana Business entity report has been filed.</li> <li>• After a discussion on whether to do the Chapter BOD nominations and voting on the web or keep the current paper process, the BOD decided to keep the current paper process for now. We felt we should give the website a chance to stabilize.</li> <li>• Janice Eplett provided a proposed 2004 calendar for next year. The BOD found no issue the proposed calendar.</li> <li>• The BOD reviewed different options for the NEIC Chapter Meeting locations for 2004. The BOD decided that the Hall's Guest House was still the best option. The meeting location for 2004 was approved. Motion to approve was given by Dianne Minneman and second provided by Paula Felver.</li> <li>• PC Projector: Generally, the BOD was not convinced the payback period for the purchase of a Chapter P.C. Proctor was worth the investment. It was stated that P.C projectors were still running around \$2000 dollars and bulbs are \$300. We may want to have further discussion next month.</li> <li>• Budget for 2004 – should we consider higher budget for speakers? Shall we keep the cost of meals (\$10 and \$25) the same for 2004? (Member spouses also \$10) (Between Halls &amp; Marriot) Talk further with Halls about tax exemption &amp; setup. <b>(Discussion deferred until next meeting)</b></li> </ul>
Next Meeting and Adjournment	<ul style="list-style-type: none"> <li>• Next BOD meeting is on Wednesday 11/12/03 5:30 p.m. to 6:30 p.m., Lincoln Building on Clinton, 5<sup>th</sup> Floor, CR 5044</li> <li>• Next NEIC PMI meeting is on 10/28/03 at 5:30 p.m., Hall's Guest House</li> </ul>