



Board of Directors Meeting Minutes  
January 10, 2007

Members Present	Paula Felver - President (Y), Pat Ruger –V.P. Programs (Y), Michael Krouse – V.P. Finance (Y), Dave Maynard – V.P. Professional Development (Y), Robert Nichter – Webmaster (Y), Kathi Heyes – V.P. Administration (Y), Dianne Minneman–V.P. Membership (Y), Linda Hite – V.P. Communications (N ), Dave Winters – V.P. Advertising (Y), Dale Vollenweider– Assistant to V.P. Programs (Y), Nancy Hoffman – Director of Profession Development (Y), Greg McCormick – Director of Communications (Y)
Administration (Kathi Heyes)	<ul style="list-style-type: none"> <li>December meeting minutes and January agenda reviewed and approved.</li> </ul>
Finance (Michael Krouse)	<ul style="list-style-type: none"> <li>Financial report</li> <li>2007 Budget: Budget items were reviewed. Mike will prepare the final version and email to BOD members prior to the next BOD meeting. Approval of budget will be an agenda item for the next meeting.</li> </ul>
Programs (Pat Ruger)	<ul style="list-style-type: none"> <li>Discussion of February Program - 12/13 Action Item: Will Steven Walter and Carol Dostal (IPFW) speak at Feb Meeting? Actually they are on the schedule for March.</li> <li>Future programs update: Pat distributed an updated Speaker List. Discussion on the April Professional Development Day – decided 1) Separate RSVP on website, 2) \$25 fee using either mail-in or Paypal, 3) separate report for Diane , 4) refunds up thru April 6. The information for this needs to be on the website before the next meeting.</li> </ul>
Professional Development (Dave Maynard / Nancy Hoffman)	<ul style="list-style-type: none"> <li>Professional Development Report: a PDU class is in development</li> <li>Action Item: Backup/Succession Plan for Dave for Online Classes – Status? Nancy Hoffman will assume this if/when needed.</li> <li>12/13 Action Item: Prof Devel Day PDU Submission Info. Dave will submit info to chapter.</li> <li>12/13 Action Item: Distribution List for Tri-State Chapters Invitation. Will need to development and provide to Diane.</li> </ul>
Membership (Dianne Minneman)	<ul style="list-style-type: none"> <li>Membership report: 139 total members. 1 new member, 2 non-renews, 1 rejoin, 3 new PMPs. 56% of chapter are now PMPs.</li> </ul>
Communications (Linda Hite / Greg McCormick)	<ul style="list-style-type: none"> <li>Communications report:</li> <li>12/13 Action Item: Standard Template for BOD Bios. No action on the template. A flyer has not been sent out for this months meeting – send info to Dave and he will send out.</li> </ul>
Advertising (Dave Winters)	<ul style="list-style-type: none"> <li>Advertising report: January meeting has been put into the community calendars.</li> <li>Promotional Items: Reviewed proposal.</li> <li>Opportunity: Erin’s House needs a PM to assist in planning their office move. You can earn 5 PDUs if you participate. There is not timeframe, but you must work with determined vendor. Announce this opportunity at next meeting, and put in newsletter.</li> </ul>
Website (Bob Nichter)	<ul style="list-style-type: none"> <li>Website report: January is current.</li> <li>Need to change the charter year to 1997.</li> <li>Will create RSVP Page for April Professional Development Day.</li> </ul>
Old Business	<ul style="list-style-type: none"> <li>10/12 Action Item: Bylaws need to be converted to new format, finalize PDU changes, and submitted. Dave is still working on this. Status? No update.</li> <li>PMI Scholarship – Recommendation: Reviewed and approved criteria. Paula will send to Linda – Ok to present at January Meeting? What is the network to get word</li> </ul>

	out to the academic community?
New Business	<ul style="list-style-type: none"> <li>• PMI NEIC 10 year anniversary (Paula), 10-year anniversary logos (Dave): Members reviewed and selected a logo to use for the chapter. Dave will send to Greg.</li> <li>• Put on February BOD Agenda – Future City Volunteer opportunity.</li> </ul>
Next Meeting and Adjournment	<ul style="list-style-type: none"> <li>• Next BOD meeting is on February 14 at 5:30 p.m. to 6:30 p.m., Lincoln Building on Harrison St, first floor, room 1H-1.</li> <li>• Next NEIC PMI meeting is on February 28 at 5:30 at Hall’s Guesthouse.</li> </ul>