



Board of Directors Meeting Minutes
September 19, 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 (N), Kathi Heyes – V.P. Administration (Y), Dianne Minneman–V.P. Membership (Y), Dave Winters – V.P. Advertising (Y), Dale Vollenweider– Assistant to V.P. Programs (N), Nancy Hoffman – Director of Profession Development (Y), Greg McCormick – Director of Communications (Y)
Administration (Kathi Heyes)	<ul style="list-style-type: none"> Reviewed and approved May meeting minutes and September agenda.
Finance (Michael Krouse)	<ul style="list-style-type: none"> Financial report – reviewed distributed reports. Next BOD Meeting – Review Budget Tracking vs Actuals Audit of Chapter Finances – Roger Sipe – Complete. Bottom Line – we are OK. No exceptions, no suggestions for process changes. Kathi will file resulting report both hardcopy and electronic.
Programs (Pat Ruger)	<ul style="list-style-type: none"> Future programs update – remaining 2007 programs: September – Greg McCormick, October – Dr Timothy S Kroecker, December – Robert Frost. Planning for 2008 has started – January – Dave Maynard, and Lyn Tidwell has agreed to do a program next year sometime to be determined.
Professional Development (Dave Maynard / Nancy Hoffman)	<ul style="list-style-type: none"> Professional Development Report – Dave believes that the Google ads have helped increase traffic to our site. Has not yet started on a PDU online class, but hopes to do so. Has requested free books for the PgMP designation. Once these are received, Dave will review and start work on our own online class for exam preparation. Action Item: get the PDD event on the approved PDU List on the PMI site. Nancy – no progress on the Communication and Human Factors online class. Looking for assistance, timeframe TBD.
Membership (Dianne Minneman)	<ul style="list-style-type: none"> Membership report: Last Month – 126 members, this month – 124 members. 7 new members, 11 non-renews, 2 rejoins, 1 transfer out, 21 renews. 4 new PMPs. # member PMPs – 75, 60% of membership
Communications (Greg McCormick)	<ul style="list-style-type: none"> Communications report – info for flyer has been sent to Dave. Working on info for next newsletter. Greg and Dave are proposing a revised schedule for the newsletter to get it distributed earlier in the month. Need to adjust the master calendar.
Advertising (Dave Winters)	<ul style="list-style-type: none"> Advertising report: Oct 9 event will be added to the various Community Calendars Promotional Items update: Materials are ready for the upcoming Six Sigma Event. Kathi will bring copies of the Oct 9 PDD event to the September 26 meeting. (20)
Website (Bob Nichter)	<ul style="list-style-type: none"> Website report – (per email from Bob) – questions: Location of ITT Tech Logo – create a new sponsor section on the right side perhaps under the next meeting section but before the online PMI section on home page, and add a link to ITT Tech, should not have to scroll to see it. How long is it to appear and when to start? Immediately, for 3 months.
Old Business	<ul style="list-style-type: none"> Bylaws – new format – not started
New Business	<ul style="list-style-type: none"> Discussion of RSVP Problem – some responders are clicking on the ‘are you a member’ when they are not, and therefore are either getting the reduced meal rate, or are free if they bring a guest. What to do ? How to stop?

	<ul style="list-style-type: none"> • Decision: No change to the current RSVP Process. Add this disclaimer to the website and the RSVP email notification: "Your membership status will be validated and any discrepancy will be settled at the door." In addition, Mike Krouse will call the offenders personally to explain the policies – and that since this is the first time, we will let it go, but future RSVPs will enforce the cost of the meal.
Next Meeting and Adjournment	<ul style="list-style-type: none"> • Next BOD meeting is on Oct 10 at 5:30 p.m. to 6:30 p.m., Lincoln Building on Harrison St, first floor, room 1H-1. • Next NEIC PMI meeting is on October 24 at 5:30 at Hall's Guesthouse.