

PMI Board Meeting

Date: May 10, 2012; 6:00p – 8:00p

Attendees: Steve Thornton -- President, Alan John – President Elect; Jeff Henderson – VP Finance; Diane Brady – VP Professional Development; Bob Bondaruk – VP at Large; Linda Read – VP Outreach, Shancy Saban—Secretary; **Brad Taylor – VP Operations**

Not Attending: Karel Rasovsky – VP Membership; Dave Molinari – VP Marketing; Christi Loya – VP Programs

Guests: Dianne Johnson; Kristen Funk-Tracy

Action Items:

Id	Date Raised	Description	Assigned to	Due Date	Completed
17	10/13/2011	DEP Upload Issue – eCode As of 12//2011 not resolved; Brad, Shancy and Steve have contacted Darryl at PMI global; Steve will escalate As of 1/12/2012 not resolved; Steve escalated to Rachel Did escalate to Rachel and talked to Darryl – Dianne suggested contacting the Technology – still not resolved as of 2/9/2012 Steve continued to escalate to Rachel and Darryl, Alan to contact again 3/8 Alan will follow up with Darryl again 4/12 Alan did talk to Darryl, but will follow up 5/10	Brad	ASAP	
20	11/10/2011	Create Proposal relating to contributing to the PMI Educational Foundation Linda to set up appointment with Steve on proposal. Alan will get Linda the name of the person to contact (4/12/2012) Needs to provide the email list to Linda.	Linda Read	TBD	
39	4/12/2012	Updated Requirements for Doc Mgmt/CMS	Brad	5/10/2012	
40	4/12/2012	Send Board Members Draft of Volunteer Orientation Checklist	Shancy	ASAP	4/15/2012
41	4/12/2012	Send EPMA information to Roundtable Facilitators	Christi	ASAP	This was not completed before EPMA closed
42	4/12/2012	Invite Jimmy Wilburn to the Board Meeting to review the database he developed for PMI	Diane	ASAP	

PMI Board Meeting

		Diane followed up with him and the database was not ready for prime time.			
43	4/12/2012	Follow up with Doubletree about food quality problems	Christi	ASAP	
44	4/12/2012	Forward more information to the board about the PMI Global document management system offering	Brad	5/10/2012	
45	4/12/2012	Have Saby interview the VRMS Project Manager and have them start on the project Saby – Malini K	Karel	ASAP	5/12/2012
46	5/10/2012	Ask Darryl if new Bylaws and new Charter are posted online; also ask about the DEP upload error	Alan	6/14/2012	

Discussion:

Past President	Meeting opened at 6:07p <ul style="list-style-type: none"> Alan opened the meeting and welcomed everyone.
Secretary	<ul style="list-style-type: none"> Alan John motioned to approve the April Minutes, Diane Brady seconded and the Minutes were unanimously approved. Action items reviewed and updated.
Annual Conference Director	<ul style="list-style-type: none"> Cheryl Cruz coordinating speakers – call for speakers is out. 6 Speakers Secured – 14 Speakers Needed Marketing a little behind Have a new volunteer serving as a general project manager– Jay Dunshie Distributed the group of volunteers currently in place, along with the Annual Conference Status Report Booth is ordered Jeff will help with Memberclicks training
President Elect	Region 1 Conference <ul style="list-style-type: none"> 8 volunteers will be attending Great event Up to \$250 per plane ticket Rental car plus gas Drive and chapter will pay for your gas Alan encouraged everyone to attend

PMI Board Meeting

<p>VP Outreach</p>	<p>EPMA Linda reported 3 submittals were received</p> <p>1 for Project Manager of the year and 2 for Student of the year and none for project of the year. Dianne Johnson will join Linda and Christi as a judge. Will present winners at the June meeting; program has been developed.</p> <p>It is important to evaluate this program; this does not seem to be attractive to members. It has been strongly suggested not to continue this program. Continued discussion from past board meeting on this topic. This will be addressed at the Strategy meeting in August and Linda will bring a recommendation to that meeting.</p> <p>General Update Barbara Ross is resigning from the position of Outreach Community Director; Linda has some leads for new volunteer.</p>
<p>President</p>	<p>Requirements Update for System Brad was going to report on this topic. Steve suggested to move forward with setting up a basic system; Steve would be happy to set up something easy and then let the requirements continue. This issue has gone too far and something is better than nothing.</p> <p>Steve will talk to Jimmy and Brad and take action on this topic.</p>
<p>VP Professional Development</p>	<p>Portfolio Update Have been working with Finance to get budget corrected.</p> <p>Last workshop had a very successful; 33 people attended.</p> <p>Workshop for May has sold out. Cadence is facilitating the workshop of Risk Management. Limited to 20, so a second class is being offered.</p> <p>PMP Prep Course will be at the Clackamas Community College</p> <p>Excellent participation at PMP Prep Exam Lessons Learned meeting.</p> <p>Starting planning for Agile Prep Class; Diane is requiring they themselves have the certification to teach the class. Great PM's is the backup, so if trainers are not certified, they will facilitate the class.</p>

PMI Board Meeting

	<p>Need Director of ACP Certification – has requested posting through Saby.</p> <p>We received \$80 for members that signed up for the online Roeder classes, so that exceeds what we received from the previous online trainer.</p>
VP Outreach	<p>Portfolio Update</p> <p>Met with Trudy Barton regarding Outreach of Business. Trudy is interviewing 3 PMP's at PGE to try to better understand PMP's roles. Linda asked if she and Trudy could come out to Boeing and Port of Portland and meet with PMP's. Trying to understand what the benefit is of being PMP certified.</p>
VP Operations	Absent
VP Membership	Absent
VP at Large	Working with Dianne on governance and working with Kristen on conferences.
VP Marketing	Absent
VP Finance	<p>Finance is doing well – have approximately \$58k in banking account. Just under \$93k in savings account.</p> <p>Maria is doing fine; she is on a learning curve. Expenses are a little higher, but that was expected. Two invoices are missing; one to Crosswinds, one to Ron Karsten and an overpayment to PMI.</p> <p>Jeff will work on updating Diane's budget.</p> <p>Jeff will be signing tax return and mailing it in the next two days.</p> <p>Keeping up on issuing refunds.</p> <p>Will meet with Alan to get him a credit card.</p>
President Elect	Busy month with elections; a lot of information is not documented. Re-connected with Region 1 meetings each month. Elections will be final on Tuesday.
Dianne Johnson	Held Past President's meeting with good attendance from Past President's; Alan and Bob also attended. Everyone has agreed to help with the process of re-evaluating the chapter's organizational structure and governance.
President	Steve quit job, so he will be able to focus on volunteer program. Will transition to the new board.
President Elect	<p>Transition Meeting</p> <p>Starting to work on transition.</p>

PMI Board Meeting

	<p>Current Board Members share a 15 min power point on what they do and who they interact with</p> <p>Ice Breaker –Linda</p> <p>Rachel did a presentation on Region presentation – ½ hour presentation. Alan will ensure this information is presented at the transition meeting. Bob will present the information from the Spokane Chapter.</p> <p>Alan, Steve and Shancy will meet to prepare an agenda.</p> <p>August 25th is the date set for the Strategic Planning Meeting.</p> <p>Will invite new board members to the June Board Meeting.</p>
President	Adjourned meeting - 7:50p

Items for next agenda:

Transition Meeting on June 23rd at Solar World

Policy/Procedural changes: None