



PMI Board Meeting Minutes

Meeting Date: April 11, 2013 – 6 pm Meeting Location: DeVry Campus

Attendance:

Name	Title	Present
Alan John	President	Yes
Bob Bondaruk	VP at Large	Yes
Brad Taylor	VP Operations	No
Christi Loya	VP Programs	Yes
Dave Molinari	VP Marketing	No
Diane Brady	President Elect	Yes
Jeff Henderson	VP Finance	Yes
Linda Read	VP Outreach	Yes
Saby Waraich	VP Membership	Yes
Steve Thornton	Past President	No
Trish Kelley	VP Prof. Development	Yes
Willem Stoeller	Secretary	No
Lokesh Aggarwal	Guests	
Gay Lynn Calonge		
Shelley Crabtree		

Meeting called to order: 6:15 pm

Approval Minutes: March Board Meeting Minutes were read and edits were captured. Minutes were accepted as amended. Unanimously approved.

Financial Status: as of March 31st the chapter has on its Balance Sheet: Operating \$91,897.10, Money Market \$122,999.57 and Total Assets \$217,515.90.

- Notice to Board: Approve invoices in a timely manner and copy the VP of Finance to facilitate payment.
- PDF invoices and email them rather than using paper copies to make accounting of expenses and payment to volunteers faster.

Portfolio Updates:

1. VP Marketing:

- a. Lokesh Aggarwal, Director of Sponsor Program, was introduced to and reported out on the status of sponsor recruiting.
- b. Biztek is the April Dinner Meeting Sponsor. Advisicon is the May Dinner Meeting Sponsor. Serverlogic is considering being the June Dinner Meeting Sponsor.
- c. A number of new volunteers have been added to the portfolio for the annual conference and for general marketing opportunities.

2. VP Outreach:

- a. The March Volunteer Recognition and 30th Chapter Anniversary Event was under budget.
- b. The event was an outstanding success and generated a lot of positive feedback.

3. VP Membership:

- a. Saby reported out membership statistics: Month ending 2/2013, 1,675 members. Indicating a growing membership for Q1.

- b. The new DEP has all the certifications reported out in it giving the chapter a new depth of information on its membership.
 - c. Reminder: Encourage new members to attend the New Member Orientation at the monthly chapter meeting.
- 4. VP Operations:
 - a. New laptops were purchased and have been received.
- 5. VP Programs:
 - a. No report out provided for this portfolio.
- 6. VP At Large:
 - a. No report out provided for this portfolio.
- 7. VP Professional Development
 - a. Annual Conference Update by Gay Lynn
 - b. There are challenges getting enough speakers for the conference. All board members are requested to recruit speakers.
 - c. A new speaker's prospectus outlining the benefits of speaker at the conference has been developed and will be sent out to recruit speakers.
 - d. Kathryn Rossen is a new marketing volunteer with 13 years' experience in marketing. She will head up Marketing for the conference.
- 8. President Elect:

- a. Region 1 is coming up. It's May 17, 18, and 19 in Park City Utah. 9 people will attend. VPs to send nomination from their portfolios to Diane.
- b. Board elections are coming. There are candidates for all positions except for Operations.

9. President:

- a. Alan reviewed the action items and will provide an update to Willem outside the meeting minutes.
- b. Assign #70 on the action item list related to the member non-member registration form to the Executive Team.
- c. NEW ACTION ITEMS:
 - i. All VPs to update the org chart and deliverable on the portfolio transition deliverables list.

Meeting Adjourned: 8:04 pm, Motion to adjourn unanimously approved.

Respectfully submitted,

Robert Bondaruk for Willem Stoeller, PMP Secretary