



Board of Directors Meeting Agenda
Wednesday, January 19th, 2022
7:00pm – 8:30pm

| Chair: | Svetlana Averbukh |
|--|--|
| Access: | Microsoft Teams – Governance – BoD Meeting Agendas and Minutes Channel |
| Present (quorum=X) | |
| <input checked="" type="checkbox"/> President: Svetlana Averbukh <input checked="" type="checkbox"/> VP Career Dev.: James Jackson <input checked="" type="checkbox"/> VP Technology: Richard Martinson <input checked="" type="checkbox"/> VP Membership: Eric Brown <input checked="" type="checkbox"/> VP PMO and Administration: Oliver Grant <input checked="" type="checkbox"/> VP Operations: Deby Covey <input checked="" type="checkbox"/> Trustee: Barbara Cooke <input type="checkbox"/> Trustee: AJ Jafari <input type="checkbox"/> Trustee: Parash Sharma | |
| Absent | |
| VP Marketing & Communications: OPEN VP Programs: OPEN VP Finance: OPEN Immediate Past President: N/A Trustee: Kay Rathfelder Programs (Acting): Meeta Autrey | |
| Response with Regrets: Dir. Of Board Operation: Lindiwe (Lin-dee-way) Stenberg | |

Standing Items

Meeting started at 7:15PM

1. Chair's welcome and introductions
2. Roll Call
3. VMS: Log your hours under President's Office
4. Last month's meeting minutes for website publishing.

| Vote: [September's meeting minutes for website publishing.] | Motion by: Svetlana | | |
|--|---------------------|----|------------------------|
| | Second by: | | |
| Role | Yes | No | Abstain or Not Present |
| President: Svetlana Averbukh | x | | |
| VP Finance: OPEN | | | x |
| VP PMO and Admin: Oliver Grant | x | | |
| VP Technology: Richard Martinson | x | | |
| VP Marketing & Communication: OPEN | | | x |
| VP Career Dev.: James Jackson | x | | |
| VP Programs: OPEN | | | x |
| VP Membership: Eric Brown | x | | |
| VP Operations/Pres-elect: Deby Covey | x | | |

Motion passes – 6: 0: 0 (Yes:no:abstain)

President – Svetlana

- Website and Outlook and Teams:
 - Need bios for all BOD
 - Update BOD Distribution List – to remove showing previous member names.
- Policies and Responsibilities:
 - Updates, meetings, postings - Oliver will work on this, files are in Teams.
- Events planning for a year:
 - Flagships - once a quarter – April – Virtual.
 - 4 main membership events – will put placeholder on calendar
 - Marketing needs 1 month notice for events

Technology – Richard

- Alias & O365 Account changes for new BOD + Trustees
- Dark Rhino negotiation
 - Current rate for 20 more months, then \$750 for next 3 years.
 - Richard and Deby have contract to be reviewed before signing.

PMO and Administration – Oliver

- BOD Monthly Meeting Dates/times agreed upon
- Increase and collaboration with other departments within the chapter.
- Will look into inventory the of storage room – Inventory of the storage room.

Finance – Deby

- ZOHO approvals
 - With no VP of Finance, Svetlana and Deby will be jointly approving expenses to ensure that we have oversight
- Discuss Budget and if it can be approved at this time. TBD

Programs – Meeta

- Meeta to find out how is responsible for next flagship and report back to BOD.
- Programs Teams site has speaker database. Speakers@pmi-la.org

Membership – Eric

- LM VoM Process – link to submit nomination [here](#).
- Volunteer recruitment
 - 14 volunteers, waiting to be assigned.
 - Event Date: Propose the 4th week of February; 2/24 – 2/28

Career Development – James

January Topics

- JIRA Advanced Topics class 1/18/22 - BIG HIT!!!!
- USC Bovard College Lecture Series: Change Management 1/22/22 - Academic Outreach.
- Brand and Land 1/22/22

- PMP Bootcamp 1/22/22
- Risk Management Professional class 1/29/22-1/30/22 - Might be canceled.
- Kicking off mentorship next week.
- Career Development Survey 2021 results sent out via email.
- Possible Volunteer Teaching.

Marketing & Communications – Deby

- BOD logo wear to be procured with extra marketing budget
- Combined email events - New format is good!
- New Sponsorship Schedule (include Jobs board, anything else?)

Operations – Deby

- Component's access - BOD is added. Except Trustee's
- Chapter awards
- Chapter calendar – changes for internal meetings
- Future meetings about Teams locations of documents. By end of year.

"Not the Nom Com" – Barb

- Open up missing BoD positions (need deadline for applications) - Positions posted in VMS. Banner with info on position and linking to VMS.
- Put something on website
- Explain process to appoint OPEN positions

Budget

Review and have votes by 01/23/22. Svetlana will send a Poly vote.

Trustees

- Based on Polly poll held 1/4-/22 – 1/9/22, per the ByLaws, the following Trustees were voted in by the 2022 Board: Barbara Cooke, AJ Jafari, Kay Rathfelder, Parash Sharma

Next Meeting: 2/9/22

Meeting Adjourned