



**Board of Directors Meeting Agenda/Minutes**  
**Wednesday, January 26, 2019**  
**7:00pm – 8:00pm**

<b>Attendees</b>	
<b>Board of Directors</b>	<b>Trustees (To be Appointed)</b>
<input checked="" type="checkbox"/> President: Parash Sharma <input type="checkbox"/> VP Strategy: Vacant <input type="checkbox"/> VP Administration: Vacant <input checked="" type="checkbox"/> VP Finance: Vincent Eng <input checked="" type="checkbox"/> VP Communications: Vick Madenian <input checked="" type="checkbox"/> VP Marketing & Outreach: Deby Covey <input checked="" type="checkbox"/> VP Professional Dev: Ferlicius Martinez <input checked="" type="checkbox"/> VP Programs: Anil Divakaran <input checked="" type="checkbox"/> VP Membership: Joan McNamara <input type="checkbox"/> Past President: Eduardo Henriquez	<input checked="" type="checkbox"/> Trustee: Ida Harding <input checked="" type="checkbox"/> Trustee: Barbara Cooke <input checked="" type="checkbox"/> Trustee: AJ Jafari <input checked="" type="checkbox"/> Trustee: Keith Birch
<b>Additional Agenda-Driven Attendees &amp; guests:</b> <input checked="" type="checkbox"/> Secretary: Judy Patterson	
<b>Facilitator:</b>	Parash Sharma

**Decisions Made**

Note that all Board votes are listed in Yes-No-Abstain order. All seven in-office Board Members present at this meeting.

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1. Approved Appointment of four Trustees

Approved unanimously 7-0-0.

Action Item: Parash confirmed notification to the newly appointed Trustees. (COMPLETE)

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2. Approved 2019 Budget

Approved unanimously 7-0-0.

Notes: Approved 2019 Budget based on 6-month income projects in Programs & Professional Development. Rewards and Recognition with codes for free and discounted meetings to be discontinued until further notice. For special discounts – students (academic outreach), LM VOM (individual VP budgets), working volunteers, each VP is allocated a budget for that expense. In addition, in line with this R&R policy change, each BoD member is requested to attend ANY programs events on a regular basis, it does not necessarily need to be the Flagship.

Action Item: Vince to track actuals and make projections at the end of Q1, Q2 and Q3 with suggested changes at mid-year.

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3. Approved Moving March Flagship date to March 21, 2019 (due to R7 Conference starting the same day)

Approved by majority of voting members 2-2-2.

Action item: Anil to communicate the move of this meeting.

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4. Approved Escalation of issues Around Closing 2018 Financials to PMI

Approved unanimously 7-0-0.

Notes: Escalate 2018 financial situation regarding use of the chapter credit card to PMI for advice on repayment and supporting documentation.

Action item: Parash will work with Vincent and with PMI to escalate the issue.

### **Open Action Items**

None other than those listed above.

MEETING COMMENCED: 7:09 pm

MEETING ADJOURNED: 8:58 pm

BoD used the new O365 tool Skype for the first time. There were various complications with people logging into or using Skype for Business, but those will be ironed out before the next meeting.