

Project Management Institute - Los Angeles
Board Meeting Minutes
Meeting Date: 8 April 2020
Meeting Location: online Zoom, starting at 7:15pm

1. Welcome remarks and call to order
 - 1.1 Presiding chair: Dennis Chang, President
 - 1.2 Board Minutes by Lindiwe Stenberg, Director of Board Operation
2. Roll Call
 - 2.1 Board Member Attendees (quorum=5):
 - Dennis Chang (President),
 - Meredith Maimoni (Vice President of Finance),
 - Vick Madenian (Vice President of Technology),
 - Deby Covey (Vice President of Marketing & Communications)
 - Yolanda Xiaoyan Guan (Vice President of PMO & Administration)
 - Eric Brown (Vice President of Membership)
 - Parash Sharma (Immediate Past President)
 - Meeta Autrey (Vice President of Programs)
 - James Jackson (Vice President of Career Development)
 - 2.2 Board Member Absent:
 - Svetlana Averbukh (Vice President of Operations/President-Elect)
 - 2.3 Trustees Present:
 - Kay Rathfelder, Jeanne Takano, Keith Birch, AJ Jafari
 - 2.4 Trustees absent:
 - Barbara Cooke
 - 2.5 Guests and staff:
 - Lindiwe Stenberg (Director of Board Operation); Dexter Jumamoy (AVP of Finance)
3. Agenda Review
 - 3.1 Board Vote: VOM – Heather Sutton, Tracy Bader (5 min.)
 - 3.2 Board Vote: \$100 reimbursement (5 min.)
 - 3.3 Finance report for Jan & Feb 2020 (5 min.)
 - 3.4 Electronic voting requirement for non-profit board (5 min.)
 - 3.5 Charter Renewal & 2020 Priorities (15 min.)
 - 3.6 Next Board Meeting schedule and agenda (5 min.)
 - 3.7 Approval of the meeting minutes (5 min.)
4. VOM
 - 4.1 Board Vote: VOM – Heather Sutton
 - 4.1.1 Whereas, Heather Sutton has been nominated for Volunteer of Month for February 2020 for her volunteer services for the chapter sponsored PMP Class
 - 4.1.2 Resolution (2020.04.08.01): PMILA Board of Directors award Heather Sutton the VOM for February 2020.
 - 4.2 Board Vote: VOM – Tracy Bader

4.2.1 Whereas, Tracy has been nominated for Volunteer of Month for March 2020 for her volunteer services for keeping the Scrolling Presentation updated as well as updating all our brochures

4.2.2 Resolution (2020.04.08.02): PMILA Board of Directors award Tracey Bader the VOM for March 2020.

5. Board Vote: \$100 reimbursement for Region 7 Conference registration fee

5.1 Whereas, the Region 7 Conference was cancelled due to COVID-19 and thru no fault of any of the volunteers,

5.2 Whereas, the Region 7 Conference organizers have announced that the registration fee will be refunded less \$100

5.3 Whereas, the PMI-LA key volunteers that have registered will incur \$100 cost that is not refunded

5.4 Resolution (2020.04.08.03): PMI-LA chapter shall reimburse the \$100 to the key volunteers that registered as PMI-LA Delegates to the conference from the funds allocated for Region 7 Conference.

6. [Finance Report for Jan & Feb 2020](#)* (*unaudited)

6.1 Overall, positive variance of \$15,861

6.2 Reason: coronavirus impacted in-person events and expenses

7. California Nonprofit Corporation Law requirements for electronic voting (sources: [CA nonprofit corporation law section 5211b](#) and [this blog post](#) from Alder & Covin)

8. Charter renewal objectives & 2020 Priorities

8.1 Flagship Meeting; COVID-19 Response; Leadership Team

9. Next Board Meetings schedule and agenda

Second Wednesdays: 13 May 2020. 1915 - 2015

10. Approval of the Board Minutes for April 2020

No vote taken

11. AOB

Future PMP Prep course procedure: No board vote needed

12. Board meeting closed at 20:05

Resolution (2020.04.08.01): All board member present voted YES

Resolution (2020.04.08.02): All board member present voted YES

Resolution (2020.04.08.03): All board member present voted YES