

Project Management Institute - Los Angeles

Board Meeting Minutes

Meeting Date: 13 May 2020

Meeting Location: online, 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)
 - Svetlana Averbukh (Vice President of Operations/President-Elect)
 - 2.2 Board Member Absent:
 - 2.3 Trustees Present:
 - Kay Rathfelder, Jeanne Takano, Keith Birch, AJ Jafari, Barbara Cooke
 - 2.4 Trustees absent:
 - 2.5 Guests and staff:
 - Lindiwe Stenberg (Director of Board Operation)
3. Agenda
 - 3.1 April board meeting minute approval (2 min.)
 - 3.2 VP of Programs Appointment (2 min.)
 - 3.3 VOM – Bylaws Committee (5 min.)
 - 3.4 Emergency Contact for Board (5 min)
 - 3.5 Temporary Committee: COVID-19 Response Committee (15 min.)
 - 3.6 Permanent Committee: Volunteer Appreciation Committee (10 min)
 - 3.7 Finance report: Q1 & Tax update (15 min.)
 - 3.8 NomCom appointee (2 min.)
 - 3.9 Charter Renewal (1 min.)
4. April Board Meeting Minutes
 - Whereas, the board conducted a board meeting on 8 April 2020
 - Whereas, the minutes of the board has been distributed to the board on 5 May 2020 by the VP of PMO & Administration
 - Whereas, there are no corrections identified
 - Resolution (2020.05.13.01) Board approves the April board meeting minutes as presented by the VP of PMO & Administration via email on 5 May 2020 (without links and added note on item 10 that no vote was taken.)

5. VP of Programs Appointment
Whereas, the VP of Programs has been appointed by the board using e-vote in March 2020
Whereas, the board member appointment must be recorded in the board meeting minutes Resolution (2020.05.13.02) The PMILA Board hereby confirm the appointment of Meeta Autrey as the Vice President of Programs.
6. VOM – April 2020
Whereas, Parda has served well as the virtual meeting director
Whereas, the first chapter Flagship was successfully held
Resolution (2020.05.13.03) The board hereby awards the volunteer of the month of April 2020 to Pardha Akalamkam
7. Emergency Contact for Board
Whereas, the current situation of COVID-19 has heightened the need to contact board members in cases of emergency.
Whereas, the PMILA board members holding non-PMI member contact information is of a privacy concern.
Resolution (2020.05.13.04) Board members will share emergency contact information with each other as each member chooses to. (voluntary only) The information on who has who's information shall be available to all board and trustee members. Yes: Yolanda, SK, Vick
No: Eric Abstain: Deby, Meeta, James, Meredith. This motion does not pass.
8. Temporary Committee: COVID-19 Response Committee (15 min.)
Whereas, COVID-19 is now and the most impactful event for PMILA
Whereas, there needs to be a carefully considered response to the pandemic
Whereas, the board needs informed recommendations for local PMILA members in making decisions
Resolution (2020.05.13.05) A temporary committee for COVID-19 Response is hereby approved by the board to be established and advise the board on COVID-19 related decisions.
Yes: Eric, Meeta, Meredith, Yolanda, Vick, James, Deby, SK. No: 0 Abstain: 0
9. Finance report: Q1 & Tax update (15 min.)
10. AOB
 - 10.1 Laptop budget
 - 10.2 Need W9 from all vendors from this point on
 - 10.3 Fall PMP prep
11. Appointment of new NomCom member (2 min.)
Whereas, Merlyn Reeves has volunteered to be a part of the Nominating Committee
Whereas, Ms. Reeves has a wealth of knowledge and leadership skills to bring to the Nominating Committee
President appoints Merlyn Reeves as a member of the Standing Nominating Committee establishing a full committee.
12. Charter Renewal 2019 (1 min.)
Whereas, the charter renewal document was submitted on 30 April 2020
Whereas, PMI's global headquarters has reviewed the document
PMI has approved the charter for 2019 on 13 May 2020
13. Next Board Meeting will be on 11 June 2020

Board Meeting Concludes at 20:13