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| <b>Chair:</b>  | Svetlana Averbukh  |
| <b>Access:</b>   | <a href="#">Microsoft Teams – Governance – BoD Meeting Agendas and Minutes Channel</a> |
| <b>Present (quorum=5)</b>  |  |
| <input checked="" type="checkbox"/> President: Svetlana Averbukh<br>VP Finance: Meredith Maimoni<br><input checked="" type="checkbox"/> VP PMO and Administration: Chrles Ou-Yang<br><input checked="" type="checkbox"/> VP Technology: Syreeta Bond<br><input checked="" type="checkbox"/> VP Marketing & Communications: Deby Covey<br><input checked="" type="checkbox"/> VP Career Dev.: James Jackson<br><input checked="" type="checkbox"/> VP Membership: Eric Brown<br><input checked="" type="checkbox"/> Immediate Past President: Dennis Chang<br><br><input checked="" type="checkbox"/> Trustee: Barbara Cooke<br><input checked="" type="checkbox"/> Trustee: Parash Sharma<br><input checked="" type="checkbox"/> Trustee: Kay Rathfelder<br><input checked="" type="checkbox"/> Trustee: AJ Jafari<br><br><input checked="" type="checkbox"/> Dir. Of Board Operation: Lindiwe (Lin-dee-way) Stenberg<br><br><input checked="" type="checkbox"/> Candidate for VP of Programs: Farrokh |  |
| <b>Absent</b>  |  |
| VP Programs: (seat empty)  |  |
| <b>Response with Regrets:</b>  |  |

**Standing Items**

Meeting started at 7:22 PM

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.

|  |                     |           |                               |
|--|---------------------|-----------|-------------------------------|
| <b>Vote:</b> [Last month’s meeting minutes for website publishing. ] | Motion by: Svetlana |           |                               |
|  | Second by: Meredith |           |                               |
| <b>Role</b>  | <b>Yes</b>          | <b>No</b> | <b>Abstain or Not Present</b> |
| President: Svetlana Averbukh   | X                   |           |                               |
| VP Finance: Meredith Maimoni   | X                   |           |                               |
| VP PMO and Admin: Charles Ou-Yang                                    | X                   |           |                               |
| VP Technology: Syreeta Bond  | X                   |           |                               |
| VP Marketing & Communication: Deby Covey                             | X                   |           |                               |
| VP Career Dev.: James Jackson  | X                   |           |                               |

|   |   |  |   |
|---|---|--|---|
| VP Programs: N/A                                  |   |  | X |
| VP Membership: Eric Brown                         | X |  |   |
| <b>Motion passes – 7 : 0 : 1 (Yes:no:abstain)</b> |   |  |   |

### President – Svetlana

- VP of Programs
  - Farrokh Shoar - scheduling interview
    - Need the whole board @ interview
  - 2 questions to Svetlana via email (if not available for interview)
- VP of Operations
  - Must be on the board for at least 1 year previously
  - **Svetlana** will send email to all past presidents & past board members
    - Some past board members may need to become PMI LA members again
  - Will also put banner on website to advertise position – in between big banner & events section
- NomCom
  - Person will need to be familiar with the chapter and not wanting to run for 2022
  - **Barb** to send email to current volunteers – **Svetlana** to write the copy
  - Will also put banner on website to advertise position – in between big banner & events section
- LIM in April – please register
  - **Parash** will send an email regarding the photo montage by 3/15 with name, title & group name to [leadership.institute@pmi.org](mailto:leadership.institute@pmi.org)
- Annual Plan/Catalogue of Services – updates and meeting
- Cooperation with other chapters – Keith B.
  - Will discuss with Meredith & VP programs if budget is needed
- Next Flagship meeting and Programs area
  - Flagship should be in April but no one has planned it so far
- VOM
  - What is happening with this? No one has submitted anyone to Eric
  - How are we honoring them?
  - Please send your nominations to Eric by next BOD meeting
- Can we fix the meeting invite please? – Charles will double check the link on the website calendar

### Finance – Meredith

### Membership – Eric

- Membership Report – Eric to screenshare proposed next steps on former member survey
  - Why doesn't PMI bombard members with reminder emails to renew?
  - Will send out survey to folks who are no longer members with 3 easy questions about why they are no longer members
  - Eric will gather data and then make suggestions to the BOD
  - Maybe have some kind of "come back to membership" event
- New Member Orientation event: planning for Wed April 28th, need confirmation from BoD on participation and who can attend
- Potential speaker, Brian Levy of Bridgeport Digital, agile and portfolio management

### Programs – vacant – status updated

- Speaker Coordinator has access to alter Speaker Forms
- General Programs account set up for team
- **Svetlana** to organize a meeting with the directors – different directors follow different processes and we do not know the state of the team
- Webinar PDUs status

### Career Development – James

- Sent status report
- PMP bootcamp – will have more throughout the year

- New jobs site – been delayed, but hope to have a look at the end of the month

#### Marketing & Communications – Deby

- Status reports will be house in the link below, by month
  - [Teams\Governance\BoD Meeting Agendas and Minutes\BoD Minutes 2021\](#)
- Shared Events: PMI-OC Networking event status; Data Connectors; AITP events; Dallas Brand and Land, PPM Toastmasters
- Social Media share events – once you click on it, nothing happens
  - Tested again and it does not seem to work for regular users - only for admins
  - Would like to have people share that they are attending an event
- Dark Rhino open tickets – **Deby** to get with Syreeta
  - Won't let Deby share from the website

#### Technology – Syreeta

- Retrieving membership data for recognition page
  - Would like to add AVP as task manager to assist, would like to know who will be able to assist AVP with data collection
    - Info is there and posted – scrolling presentation under All Volunteers (updated by Tracy)
  - VOM, newly certified PMP, etc., graduated college – highlight accomplishments of members of the chapter
  - Hope to have it done by the end of the month!
- Bi-weekly or Monthly updates to page?

#### PMO and Administration – Charles

- Records Management charter feedback. Vote?
  - Svetlana loves it
- Losing engagement on a volunteer, suggestions?
  - Syreeta lost one – if it takes the volunteer more than a week to get back to someone, they probably can't be as involved. More communication is better! Checking in on volunteers can be helpful too.
  - Deby had some volunteers who just need to take a break.
  - Meeting virtually can lower satisfaction of volunteering
  - Meredith uses a partnership agreement with her volunteers at work – what does their role look like and what support they will need. Includes communication expectations, cadence, etc. (Meredith posted PDFs in the chat)
- Policies status: to be published w/in next 2 weeks
- Ethics signature: to be followed.

Next Meeting:

|                                    | Notes |
|------------------------------------|-------|
| <a href="#">4/14/21 Wednesday</a>  |       |
| <a href="#">5/12/21 Wednesday</a>  |       |
| <a href="#">6/9/21 Wednesday</a>   |       |
| <a href="#">7/14/21 Wednesday</a>  |       |
| <a href="#">8/11/21 Wednesday</a>  |       |
| <a href="#">9/8/21 Wednesday</a>   |       |
| <a href="#">10/13/21 Wednesday</a> |       |
| <a href="#">11/10/21 Wednesday</a> |       |
| <a href="#">12/8/21 Wednesday</a>  |       |

Meeting Adjourned 8:58 **PM**