



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

**Standing Items**

Meeting started at 7:15PM

- Chair's welcome and introductions
- Roll Call
- VMS: Log your hours under President's Office
- Board voted on Polly, created by Chapter President Svetlana Averbukh, to approve Farrokh Shoar as VP of Programs.
- 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		
<u>Role</u>	<u>Yes</u>	<u>No</u>	<u>Abstain or Not Present</u>
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: Farrokh Shoar	X		
VP Membership: Eric Brown	X		
<b>Motion passes – 8 : 0 : 1 (Yes:no:abstain)</b>			

6.

**President – Svetlana**

- Welcome Farrokh
  - **Charles** to show where to put contact info
- Laura Benner – leaving position
  - **Svetlana** will send email on who to reach out to instead of Laura
- Charles’ suggestion on event topic
- Flagship meeting
  - Still don’t have speaker confirmed
- Status Reports questions

**Finance – Meredith**

- Late expense board vote approvals – not needed
- Sending out Financials through early April (4/12) – review if you have any questions
- Have new PM on financial team – goal is to send monthly updates to the board

**Membership – Eric**

- VOM Wilson Yu – Barb sent out info
  - **Barb** will do write up for the web
  - \$30 gift card from Volunteer Recognition line item
- **Syreeta** will move form to more public place on Teams so trustees can use as well

<b>Vote:</b> [VOM Wilson Yu]	Motion by: Barb		
	Second by: Deby		
<u>Role</u>	<u>Yes</u>	<u>No</u>	<u>Abstain or Not Present</u>
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: Farrokh Shoar	X		
VP Membership: Eric Brown	X		
<b>Motion passes – 8: 0 : 1 (Yes:no:abstain)</b>			

- Toolkit to send out surveys – may work with Deby on this, but need to agree with the team on process
  - Goal is to get insight from former members on why they left
- Access to database to update recognition page on the website – **Svetlana** gives access
  - **Deby** will show Svetlana how this works
- Membership will meet with OC to discuss a potential virtual networking event in the summer

**Programs – Farrokh**

- Corporate events with other chapters (Svetlana priority)
  - Keith has agreed to help – **Svetlana** will make introductions

**Career Development – James**

- New Job Board – fine tuning happening
- Jobs Jamboree 4/17/21
- Uplevel Event 4/24/21
  - Got notice late and not many people attending
- Six Sigma Event 5/5/21

- 120 VC TLP 5/12/21
  - No one is registered as of now
- Discuss Brand and Land Dallas chapter sister event
  - James has tried to reach out but has not gotten a response
  - Would prefer to offer at convenient time for PMILA and to make \$\$ from it
  - Post as a sister event – we don't make money

#### Marketing & Communications – Deby

- MailChimp is \$20 higher this month – now have 7000 in email list
- Canva – Cost \$199 annual, Marketing has budget from it, but not within Software and Tools
  - **Deby** to submit expense with the correct coding in Zoho
  - **Lindiwe** to let Deby know how to purchase
- Videos in Social Media – putting together exact requirements per platform
- Instagram Shout Out
  - @pmi\_lachapter
- Pandemic Meeting updates (survey responses)
  - A lot of people do not want to meet in person and continue with hybrid model
- Zoom Meeting info can be added to your personal calendar (demo)
- Toastmasters is on hiatus at the moment but looking into doing a virtual bootcamp (6 sessions) to revamp the club

#### Technology – Syreeta

- Profile picture demo
- Recognition page is done! Richard is the DRI for this
- File database for the website – needs to be cleaned up
- Need Farrokh's bio for the website
- Can we get a Teams account for trustees (esp. Barb)?
  - Comes out of Svetlana's budget - \$5/mo; for 4 trustees \$240/yr
  - Could it come out of membership? Since Barb works with membership
  - Audit accounts to see who isn't using

#### PMO and Administration – Charles

- **CHARLES** to reach out to Deby to test and document process of ONE calendar links and +ical function.
- TechTalk — Teams. Feedback.
  - swag? Virtual badges on LinkedIn?
  - Svetlana wants these to continue

117 volunteers invited

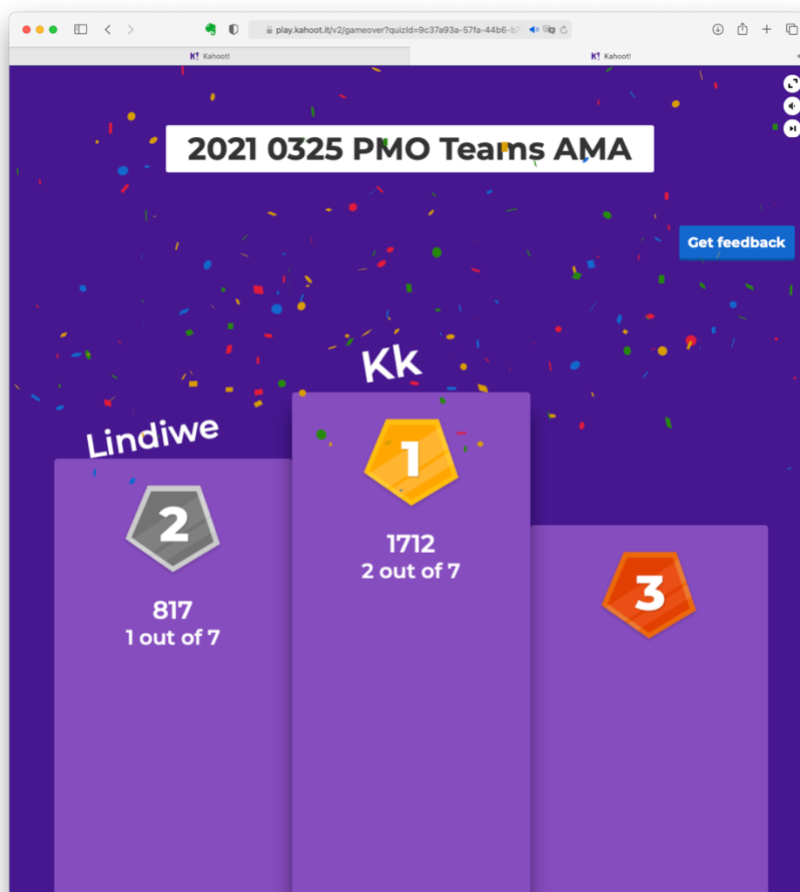
39 clicked

33%

16 accepted

54%

5 on the fence



**Next Meeting:**

	<b>Notes</b>
5/12/21 Wednesday	
6/9/21 Wednesday	
7/14/21 Wednesday	
8/11/21 Wednesday	
9/8/21 Wednesday	
10/13/21 Wednesday	
11/10/21 Wednesday	
12/8/21 Wednesday	

**Meeting Adjourned 8:45PM**