



Board of Directors Meeting Agenda/Minutes
 Wednesday, June 21, 2017
 7:00pm – 8:30pm

Chair:	Jon Hicks	
Facilitator:	Pam Meador	
Access	Citrix gotomeeting: https://global.gotomeeting.com/join/696178589 Dial in: 1-571-317-3122 Access code: 696-178-589 #	
Board of Directors		Trustees
<input checked="" type="checkbox"/> President: Jon Hicks	<input checked="" type="checkbox"/> VP Strategy: Eduardo Henriquez	<input checked="" type="checkbox"/> Trustee: Ida Harding
<input checked="" type="checkbox"/> VP Administration: Pam Meador	<input checked="" type="checkbox"/> VP Communications: Steve Marlin	<input type="checkbox"/> Trustee: Maria McHolland
<input checked="" type="checkbox"/> VP Finance: Dave Lyman	<input type="checkbox"/> VP Membership: Asad Iqbal	<input type="checkbox"/> Trustee: Bernie Morse
<input type="checkbox"/> VP Outreach: Lorena Palacios	<input checked="" type="checkbox"/> VP Professional Development: Amin Leiman	<input checked="" type="checkbox"/> Trustee: Jeanne Takano
<input type="checkbox"/> VP Programs: Parash Sharma	<input checked="" type="checkbox"/> Past President: Keith Birch	<input checked="" type="checkbox"/> Trustee: Barbara Cooke
		<input checked="" type="checkbox"/> Trustee: AJ Jafari
		<input checked="" type="checkbox"/> Trustee: Pan Kao
		<input checked="" type="checkbox"/> Trustee: Deby Covey
		<input checked="" type="checkbox"/> Trustee: Kay Rathfelder
Additional Agenda-Driven Attendees:		
Apologies for not Attending: Parash Sharma Bernie Morse		

1. Meeting called to order at: 7:03pm
2. Chair’s Welcome & Introductions

Standing Business

1. Approve of Minutes from April BOD Meeting
 Outcome: [Approved by acclamation](#)
 Action Item: Approved minutes to be added to repository by Pam.

2. Approve of Minutes from the May BOD Meeting
 Outcome: [Approved by acclamation](#)
 Action Item: Approved minutes to be added to repository by Pam.

3. VOM Nomination – August 2017
 Outcome: [No Volunteer of the Month for August 2017 was submitted.](#)

Primary Business

1. Chapter Officer Background Checks– Jon/Finance Committee
Approve perform standard background checks on all candidates for chapter officers (President, President-elect, VP Finance, and VP Administration).
Outcome: **No vote. Background Checks maybe conducted in the future. All issues must be addressed before voting.**
2. Kerry Plinton Fun Day proposal – Kay
Approve to add to the budget a maximum of \$2,000 to hold the Kerry Plinton Fun Day in July or August.
Outcome: **Approved by acclamation**
Action item: Dave to update the budget to include \$2000.

Additional Planned Business

1. Nominating Committee
Barb agreed to serve on this committee. Additional volunteers are Keith, Jeanne, and AJ. Looking for a non-BOD member.
Sending email to BOD asking plans for 2018.
Short timeline.
2. Business Directory for the chapter – Eduardo
Purpose – to direct communication to the chapter functions. Who is handling what?
Action items: Eduardo to send out format for list of functions.
Place on Action Items list- Pam
3. New PMO Projects - Chris O.
PMO is changing. Requires a monthly status of projects. Hector and Flavia are leaving. New Director for the PMO. To be added to the Action Items list.
Action Item: Monthly status of PMO projects – Eduardo
Place on Action Items list- Pam
4. Pasadena Mixer – update – Kay
Everyone liked the event. Forty-four in attendance. There was a mix from the chapter and PMI. Keith and Eduardo were in attendance. Big recommendation that we do this more often!
5. Start thinking about LIM
Eduardo and Jon – Action
6. Reminder to log in to VMS
Nineteen volunteers currently in system.
Volunteer Only section of website. Link to log in.
7. Chapter leaders meeting the 2nd month of every quarter
Suggestion to meet every second month of every quarter. Include AVPs, Financial and Town Hall

8. Email Program - Steve
Planned with Proteon. May be able to implement over the next few months. Add to Action Items List
Action Items: Steve to provide more details.
Place on Action Items list- Pam
9. Don Kim – Social Media – Not representing the PM profession. Professional opinion vs personal opinion. Lines blurred. Do not engage due to his comments.
10. Review Action Items – Tabled.

Closing.

Meeting adjourned at: 8:42pm