



MI Capital Area Chapter PMI

June 15, 2001
11:30-1:00 PM
DMB Director's Conference Room

Type of meeting:	Board Meeting
Next Meeting:	August 10th 11:30 – 1:00 PM <i>Location:</i> DMB Director's Conference Room, Lewis Cass Building <i>Future Board Meeting Dates:</i> September 14th
Board Members Present:	<i>Present:</i> Dan Buonodono, Alan Casey, Richard Cummings, Penny Dewey, Vijaya Jayamaran, Kristen Mullaney, Maureen Myers, Cathy Pelham, Amy Piper, and Pam Sawatzki <i>Absent:</i> Ruth Mealy and Mark Lawrence
	Minutes
11:30 – 1:00 PM	Committee Updates
Communications	<ul style="list-style-type: none"> • <i>Review of Minutes</i> - Review of May's minutes. Amy motioned to approve as written, Pam seconded, all approved. • <i>Introductions</i> - conducted for the new board members.
Membership	<ul style="list-style-type: none"> • <i>Updates:</i> Current numbers were given for total membership (203), and number of non-renewals (7). • <i>Membership Survey:</i> A sample survey was handed out and Rick asked for feedback. Rick motioned to include a \$25 dinner certificate for completed survey drawing (to encourage survey participation), Maureen seconded, all approved.
Publicity	<ul style="list-style-type: none"> • <i>By-Laws</i> –Dan motioned to approve by-laws as written, Penny seconded, approved by the board, Maureen will send on to PMI Headquarters. • <i>Newsletter</i> –Dan requested additional ideas from the board to raise the professionalism of the newsletter. Dan will review the feasibility of having a review board. • <i>Awards Program</i> – Discussion was held on ways to increase attendance at the awards dinner. Many suggestions were stated and Dan will look into them and bring it back to the board at a later date. • <i>Voting Policy</i> – Amy agreed, as past president, to review the voting policy and procedures for ways to increase voting participation. She will report back to the board at a later date.
Professional Development	<ul style="list-style-type: none"> • <i>Teaming Session</i> – Viji requested a teaming session be planned over the summer. Rick agreed to organize this teaming session for the board members. • <i>Professional Development Day:</i> In response to the Great Lakes Chapter holding a 3 day Project Management Seminar within 2 weeks of our Professional Development Day, a discussion was held on the timing of the Professional Development Day. Rick motioned to move forward, Pam seconded and motion was passed.
Programs	<ul style="list-style-type: none"> • <i>Program Status Report</i> - Update given on speakers for Sept , Oct and Nov of 2001 • <i>Bonus Program</i> – It was decided not to have a bonus program on Oct 16th because of the Professional Development Day activities. At this time, the board agreed to continue with holding the chapter dinner that night.
Logistics	<ul style="list-style-type: none"> • <i>Cancellation Clause Information</i> – Mark will look into and report to the board the cancellation policy with Holiday Inn South for future reference.
Finance	<ul style="list-style-type: none"> • <i>Financial Reports</i> - The financial reports for June were distributed. • <i>Tax Status</i> – No change in status.
Special Projects	<ul style="list-style-type: none"> • <i>Transition</i> – Transition is completed to the new VP of Special Projects, Cathy Pelham. • <i>Updates</i> – An update on current Special Projects was handed out to the board. • <i>Newspaper Notices</i> - Discussion was held on meeting notices placed in newspapers of cross-chapter areas. This will be discussed in the Sept Leadership Meeting.

	<ul style="list-style-type: none"> • Election Results: Amy to send results to PMI Headquarters. President – Richard Cummings VP of Membership – Maureen Myers VP of Finance – Ruth Mealy VP of Publicity – Dan Buonodono VP of Special Projects – Cathy Pelham
President's Corner	<ul style="list-style-type: none"> • Regional Distribution Contribution – Amy had provided the board with additional information before this board meeting. After some discussion, Maureen moved to approve the nominal amount with a written policy statement noting the board's concern and this will be a one-time contribution. Penny seconded, and motion was passed. Kristen to write draft policy statement. • Michigan Leadership Meeting – Amy updated the board on the chosen date and time. Sept 8th from 9am – 1pm in Lansing

The meeting adjourned at 12:55 PM

Dates of Interests:	Function/Purpose
August 10, 2001 11:30 –1:00	Board Meeting: DMB Director's Conf Room, Lewis Cass Bldg
September 14, 2001 11:30 –1:00	Board Meeting: DMB Director's Conf Room, Lewis Cass Bldg
September 18, 2001 5:15 – 8:30 Tentative Location: Holiday Inn South	Program Meeting Bonus Program: "Differences Between 2000 & 1996 PMBOK" – Lisa Camstra Program: "Project Rescue: Identification of a Project Nearing Crisis" Ms. Jill Camstra, Vice President of Advisa Group
October 12, 2001 11:30-1:00	Board Meeting: DMB Director's Conf Room, Lewis Cass Bldg
October 16, 2001 5:15 – 8:30 Location: Holiday Inn South	Program Meeting Bonus Program:N/A – Professional Development Day Program: "The Past, Present and Future of Project Management" Mr. John Tuman, CEO, Management Technologies Inc.
November 9, 2001 11:30-1:00	Board Meeting: DMB Director's Conf Room, Lewis Cass Bldg
November 20, 2001 5:15 – 8:30 Location: Holiday Inn South	Program Meeting Bonus Program: TBD Program:"The 800 Mgz System Project" Ms. Mary Levine, State of Michigan,