



PMI Metrolina Board Meeting Packet

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|---|---|-----------------------------|---|--------------|
| Meeting DATE/TIME: | July 10, 2012 6:00 PM – 8:00 PM | Meeting Description: | Board Meeting | |
| LOCATION: | UNC Charlotte Uptown Room 303 | | | |
| | Name | | Name | |
| | President – Craig Marek | | VP Membership – Dwayne Chapital | |
| | Past President – Randy Waymer | | VP Prof. Development – Annette Johnson | |
| | VP Communications – William Pierce | | VP Finance – Tonya Brown | |
| | VP Programs – Vineet Makhija | | | |
| Agenda Description | | | Lead | Start |
| Opening Remarks / Get Dinner | | | Craig | 6:00 |
| <ul style="list-style-type: none"> • VOICE – need new Chair • Emcee for June chapter meeting - ? • PDD – 9/15 at CPCC uptown • Volunteer Recognition – who is next? • SkillFest in August • Elections • Handbook • LIM • PMCenters • Marketing • Action Item Review – all open items | | | Craig | 6:10 |
| | | | All | 6:15 |
| | | | All | 6:20 |
| | | | Craig | 6:20 |
| | | | All | 6:25 |
| | | | All | 6:30 |
| | | | Dwayne | 6:30 |
| | | | Randy | 6:40 |
| | | | Craig | 6:40 |
| | | | Tonya | 6:50 |
| | | | Craig | 6:55 |
| | | | Elizabeth | 7:05 |
| | | | John | 7:15 |
| | | | All | 7:15 |
| Team Status – Review status reports and metrics | | | All | 7:25 |
| Closing Remarks | | | All | 7:55 |
| | | | All | 8:00 |

ITEMS POSTPONED TO NEXT/LATER MEETING:

- 1) (April) Tabled a discussion on when joint BOD/chair meeting will held throughout the year. It was generally agreed that 3 joint meetings would be held per year and that the board/chairs would gather together again at the end of the year at the Volunteer Recognition Event.
- 2) (NEW) Marketing Plan Presentation will be postponed from June Meeting until the July Meeting at the request of Communications Team.

ACTION ITEMS:

- 1) (April) Get accurate number of prospects in StarChapter. Email BOD with email statistics for the survey email. (Communications)
- 2) (MAY) Official clarification whether ASU Funding for contests is funded/presented by PMIEF or Chapter (Professional Development / PMIEF)
- 4) (NEW) Dwayne Chapital to introduce VRMS to members at June chapter meeting in 5-7 minute presentation (Membership)
- 5) (NEW) Document process to request that volunteer needs be added to VRMS and volunteer page on PMI Metrolina website (Membership).
- 6) (NEW) Provide list of volunteer opportunities and needs to Programs for the meeting slides by the 10th of each month (Membership).
- 7) (NEW) Starting in July, list of volunteer opportunities and needs on the chapter meeting slides each month (Programs)
- 8) (NEW) Assist in the volunteer opportunities on chapter meeting slides process by setting up monthly reminders (Communications)
- 9) (NEW) Determine how many people chapter can afford to send the LIM in Vancouver (Finance)
- 10) (NEW) Provide a list of Agile training providers and instructor training cost to BOD for review (Professional Development)
- 11) (NEW) Update the packet of sponsorship pricing and benefits for the August BOD meeting (Programs)



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12) (NEW) Backup of all content off the SharePoint site. Develop proposal for cleanup or replacement of SharePoint site (Communications)

Election of Officers (SUMMARY from Handbook)

1. A **Nominating Committee** comprising of no less than two chapter members is created and approved by the Board in **June** each year. The Immediate Past President serves as the Chair of the Nominating Committee. No member of the Nominating Committee shall be running for office at the same time. In the event that the Immediate Past President is unable to chair this committee, the Board will appoint the Nomination Committee Chair from the chapter members.
2. **The Nominating Committee ensures the Chapter's voting process is communicated in the June newsletter, on the website, and/or by other means.**
3. The Nominating Committee collects names of persons interested in chapter leadership. Candidates are actively solicited via the newsletter, website, chapter meetings, etc. **A "call for nominations" is communicated in the June newsletter, on the website, and/or by other means.**
4. Each **nominee must submit a short biography (no more than 250 words for each statement) for publication in the July newsletter** and with the election ballot. Bios are to be submitted no later than the 3rd Friday in June. All candidates for election are subject to the same requirements.
5. The Nominating Committee Chairperson presents the **slate of officers at the July chapter** meeting and announces election balloting will be held in August. Members who wish to vote by mail can receive a mail in ballot by contacting the Chair of the Nominating Committee.
6. The final list of nominees is published on the Chapter Website and sent to all members via email or electronic voting form requesting members **vote during the August** voting period.
7. **The election results are presented to the membership in the September** newsletter and at the September Chapter meeting.
8. **The new officers are invited to attend the September, October and November Board** meetings and take responsibility beginning January 1 of the year following their election.

Thank you for speaking with me today and for your interest in our new Training Partner Program. Below is some more information on the program.

PMCentersUSA is a leading supplier of live, instructor-led virtual training, an avid supporter of local PMI[®] Chapters, and an award-winning PMI Professional Development Provider of the Year. We provide:

- [Advanced Project Management](#) courses for certified PMPs
- [Program Management](#) training
- [Continuing Skills Development](#) courses for certified PMPs
- [Business Analysis](#) courses for PDU credit
- [PMP Certification Exam Preparation](#) and [Master's Certificate](#) programs

Through our new **Training Partner Program**, PMCentersUSA can deliver even more quality and value to PMI Chapters and their members by providing our virtual training classes to Chapter members at a special discounted price -- a 25% discount on the list price of all public virtual classes, as shown on the PMCentersUSA website. In return for Chapter level support of our new Training Partner Program, PMCentersUSA will donate



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5% of the revenue received from Chapter members' registrations back to the individual Chapters. These funds can be used for any Chapter need such as education-related professional development or speaker fees.

The attached agreement provides complete details on the **Training Partner Program**. The PMCentersUSA Program does not limit your Chapter from working with other vendors. It simply provides a convenient and effective way for your Chapter members to get a discounted rate on the training they need to prepare for or to maintain their PMI certifications.

In addition to our knowledge-based training programs, we have been providing complimentary, weekly webinars for PDU credit on a range of project management topics since 2009. Our weekly attendance now exceeds 1,000 people, many of whom are PMI Chapter members. We also support Chapters by providing speakers for meetings and conferences and we have participated in more than 50 PMI and IIBA Chapter Professional Development events across the country in the last few years.

Basically – 25% off training for our members. We get back 5% paid annually

Chapter Obligations 4.1. The Chapter will provide class information on the chapter website.

4.2. The Chapter will publicize the classes using various communication methods that may include announcements at chapter meetings, chapter newsletters, chapter website and email blasts to chapter members.