



PMI Metrolina Board Meeting Packet

Meeting DATE/TIME:	September 11, 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 – Vacant	
	VP Communications – William Pierce		VP Finance – Tonya Brown	
	VP Programs – Vineet Makhija			
Agenda Description				
	Agenda Description	Lead	Start	Finish
	Opening Remarks / Get Dinner	Craig	6:00	6:10
	<ul style="list-style-type: none"> • Emcee for Sept chapter meeting - ? • PDD – 9/15 at CPCC uptown • Volunteer Recognition – who is next? • LIM • Review 2013 Sponsorship Packet • Chapter Meeting Location 2013 • PMP Prep • Marketing Trifold • Volunteer Recognition Event • Chapter Meeting Move communications • Action Item Review – all open items 	All Craig All Tonya Jennifer Craig Vineet? Elizabeth Dwayne William John	6:10 6:15 6:20 6:25 6:30 6:30 6:40 6:40 6:50 6:55 7:05 7:10 7:20	6:15 6:20 6:25 6:30 6:40 6:50 6:55 7:05 7:10 7:20 7:30
	Team Status – Review status reports and metrics	All	7:30	7:55
	Closing Remarks	All	7:55	8:00

ACTION ITEMS:

- 1) (MAY) Official clarification whether ASU Funding for contests is funded/presented by PMIEF or Chapter. (Professional Development / PMIEF)
- 2) (JUNE) Provide a list of Agile training providers and instructor training cost to BOD for review. (Professional Development)
- 3) (JUNE) Backup of all content off the SharePoint site. Develop proposal for cleanup or replacement of SharePoint site. (Communications)
- 10) (NEW) Evilyn Potter create and send communications an article on Skillfest for the newsletter. (Programs)
- 14) (NEW) Discuss chapter meeting registration fees, deadlines, how to handle chairs. (Programs & Jennifer Baker)
- 16) (NEW) Finalize communications plan regarding change in chapter meeting location to Byron's. (Communications)