

PMI Metrolina Chapter Board of Directors Meeting July 10, 2012

DECISIONS:

- 1) Emcee for July Chapter Meeting will be Craig Marek.
- 2) Volunteer of the month will be Melanie Tindley.
- 3) Approved Craig Marek, William Pierce, Dwayne Chapital and Tonya Brown to go to the 2012 PMI Leadership Institute Meeting (LIM).
- 4) Conditionally approved establishing relationship with PMCentersUSA, including listed them in “training opportunity” section of newsletter.
- 4) Approved Marketing to create brochure focused on individual membership to be used starting at September Chapter Meeting. Brochure will have a “useful life” until such time we move meeting venue, at which time a newer/updated version will be produced.
- 5) Communications should begin sending a short text version reminder email blast for chapter meetings on the morning of the meeting.

ITEMS POSTPONED TO NEXT/LATER MEETING:

None.

ACTION ITEMS:

- 1) (MAY) Official clarification whether ASU Funding for contests is funded/presented by PMIEF or Chapter (Professional Development / PMIEF)
- 2) (JUNE) Provide list of volunteer opportunities and needs to Programs for the meeting slides by the 10th of each month (Membership).
- 3) (JUNE) Starting in July, list of volunteer opportunities and needs on the chapter meeting slides each month (Programs)
- 4) (JUNE) Assist in the volunteer opportunities on chapter meeting slides process by setting up monthly reminders (Communications)
- 5) (JUNE) Provide a list of Agile training providers and instructor training cost to BOD for review (Professional Development)
- 6) (JUNE) Update the packet of sponsorship pricing and benefits for the August BOD meeting (Programs)
- 7) (JUNE) Backup of all content off the SharePoint site. Develop proposal for cleanup or replacement of SharePoint site (Communications)
- 8) (NEW) Email Melanie Tindley to request information for Volunteer of the Month (Communications) – COMPLETED
- 9) (NEW) Confirm Annette Johnson okay with PMCentersUSA as one our prompted “training opportunity” vendors. (President) – COMPLETED
- 10) (NEW) Get PDF document regarding training from PMCentersUSA. (President)
- 11) (NEW) Create a “training opportunities” section in the newsletter and on the website. (Communications)
- 12) (NEW) Send copy of PMI Metrolina logo and color codes to marketing. (Communications) - COMPLETED
- 13) (NEW) Create new email distribution lists: marketing@pmi-metrolina.com and info@pmi-metrolina.com. (Communications) – COMPLETED
- 14) (NEW) Send comments on marketing brochure to marketing@pmi-metrolina.com (BOD)
- 15) (NEW) Check why DEP to StarChapter does not seem to be updating on a timely basis. (Communications)

16) (NEW) Submit VRMS request packet for Marketing's Graphic Designer. (Communications)

17) (NEW) Notify Professional Development that Marketing no longer wants to reserve seat for PDD.
(Communications) – COMPLETED