

PMI Metrolina Chapter Board of Directors Meeting August 14, 2012

DECISIONS:

- 1) Emcee for August Chapter Meeting will be Craig Marek.
- 2) Volunteer of the month will be Walker Owens.
- 3) Marketing approved to survey people with regards to brochure at chapter meeting.

ITEMS POSTPONED TO NEXT/LATER MEETING:

Discussion of sponsorship pricing and benefits postponed to September meeting.

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)
- 4) (NEW) Distribute latest draft of marketing brochure to BOD and chairs. (Communications)
- 5) (NEW) Send comments on marketing brochure to marketing@pmi-metrolina.com. (BOD, Chairs)
- 6) (NEW) Contact Volunteer of the Month (Walker Owen) to send information and picture to Communications. (Membership) – COMPLETED
- 8) (NEW) Send PDD 2012 information to communications for email blast for 4th week of August and after Labor Day. (Jennifer Baker)
- 9) (NEW) Confirm who are the sponsors for PDD 2012. (Jennifer Baker).
- 10) (NEW) Evilyn Potter create and send communications an article on Skillfest for the newsletter. (Programs)
- 11) (NEW) Ensure that PMI Metrolina website and Facebook are PMI compliant. (Communications)
- 12) (NEW) Send copy of marketing flyer to BOD and all chairs for comment. (Communications)
- 13) (NEW) Review marketing flyer and email feedback to Marketing. (BOD and Chairs)
- 14) (NEW) to discuss chapter meeting registration fees, deadlines, how to handle chairs. (Programs & Jennifer Baker)
- 15) (NEW) Add to an email address to be listed in the volunteer section of newsletter so volunteers to contact us. (Communications)
- 16) (NEW) Finalize communications plan regarding change in chapter meeting location to Byron's. (Communications)