

PMI Metrolina
Meeting Minutes

January 9, 2018

Present: Jennifer Baker, Dani Beckman, Brandon Coleman, John Rush, Hampton Cobb (phone), Julie Tettmar (late arrival)

Next meeting: February 13th @ Avidxchange

I. Meeting Called to Order – 5:37pm

Went over the agenda for the meeting: volunteer of the month needed, discussion of regional meeting, strategic initiatives, upcoming events and brainstorming the move from tactical to strategic board.

II. Volunteer of the Month

Amber May – PDU Processing – she has been doing an awesome job right off the beginning by learning the process and trying to find ways to improve the process.

III. Region 5 & 14 Meeting

Information provided for the regional meeting in March. We have 8 rooms currently reserved on the credit card. Please let John/Hampton know if you cannot attend as your VP position and have a replacement volunteer going, or if you have someone else coming as a reward or learning opportunity so we can get them registered and put on one of the rooms. We will carpool to save on expenses. Meetings begin on Thursday 3pm and a reception at 5:30pm and then we will leave sometime on Saturday after lunchtime.

IV. Finance Report

Still looking for a CPA for tax & audit role. Have not contacted Sheetal Puri or Mike Ryan but will work on getting in touch with both of them.

Hall of Fame deposit has been made. The balance sheet shows a higher amount in our account than 12 months of expenses so we are in a better than good position to be able to bring member benefits. We show a net loss of \$3200, which is a lot less than what was planned from last year.

V. Programs

Looking to add program directors outside of Charlotte; have a total of 4 P.D. Maybe look into Jennifer from the PDU team to join this group. Darlene is moving into this Uptown role.

VI. Administration & Governance – Nealand absent due to illness

Need to follow-up on veteran guest pass and change the recognition dinner on the operational calendar since we are not doing that anymore.

VII. Marketing

All positions are filled; Charles Logan is shadowing me for the year and then will run to fill the VP of Marketing position that will be vacant. Sponsor thank you event will be held later this month to showcase the upcoming meeting locations and where they will be able to setup and help them see that we will have space for them – hopefully calming any reservations that were brought up from last year’s brewery meetings. Will work on creating an app team and starting the process of creating a phone app for the chapter and revamping the website.

VIII. Membership

Needs to revamp membership team, as has been discussed with John – many moving pieces right now. Amber is updating the PDU process. There are several open positions in VRMS – please review and make sure you have the right postings out there – if not, let Julie know. Uptown registration might be moved under Programs and be part of the Uptown Community segment of Programs under Bryan and his team.

IX. Professional Development

Lots of org changes here too – entirely new org chart presented and will be solidified after a new team meeting within the organization later in the month. New Director of Educational Services will be more of an academic outreach personal at the college level. Brandon introduced his 2018 Key Objectives for bringing back Saturday PDU events and additional prep courses for things other than PMP. In the discussion of the Saturday PDU schedule, we discovered a location issue and the takeaway was for Brandon to search for larger locations to host these events while still allowing Wingate and Sherpa the sponsor opportunities. We finished with a PDD discussion on budget and speakers – the budget was adjusted to allow for a large named speaker and venue that will be able to host more than 300 participants. We increased the budget to \$30,000.

X. Conclusion

The meeting was running long so we had a takeaway to consider how the Board can move from tactical to strategic and bring back ideas to the next meeting.

Adjourned.