

ASQ SECTION 0511 BOARD MEETING MINUTES OF 23 NOVEMBER 98

ATTENDANCE

	JUL-9	AUG-6	SEP-10	OCT-1	NOV-5	Nov23	JAN-7	FEB-4	MAR-4	APR-1	MAY-6	JUN-3
CHAIR	P	P	P		P	P						
CHAIR-ELECT			P	P								
PAST CHAIR	P	P	P	P	P	P						
SECRETARY	P	P	P	P	P	P						
TREASURER	P	P		P	P	P						
CQC												
EDUCATION		P*	P	P	P							
ELECT-MEDIA	P	P	P		P	P						
EXAMINING					P	P						
HISTORIAN		P	P	P	P	P						
ISO9000												
MEMBERSHIP	P	P	P	P	P	P						
NQM	P	P	P	P	P	P						
NEWSLETTER			P		P							
PROGRAMS	P	P	P	P	P	P						
PUBLICITY	P				P	P						
QUAL-LIASON		P										
SMP												
STUDENT ACTIVITIES												
HEALTH CARE												

The Executive Board Meeting of ASQ Section 0511 was held on November 23, 1998. The date was changed from the scheduled December 3, 1998 in order to expedite the resolution of the issue brought forward by the resignation of Norm Hills, our Chair-elect.

Under the by-laws, the above conditions lead to the appointment of a Vice-Chair, for the remaining period of the operational term. The Vice-Chair does not automatically accede to the Chairmanship. The Section will elect a Chair and a Chair-elect in late Spring, 1999.

Bill Casti appointed, with the concurrence of the board, Don Burke to the position of Vice-chair for the rest of this operational year.

-November Meeting Minutes Approval

The minutes were approved. It was pointed out that "ASQC" should be "ASQ".

-Treasurer Report

Greg Donovan reported that he has received invoices for education related items totaling about \$1500. No other significant changes from the last report were noted.

-Committee Reports

Chairman Bill Casti spoke to the issue of the Section Library, which Norm Hills had agreed to investigate for status determination. Roger Schaeffer and Don Burke agreed to pursue locating the library and reporting to the Board as to its inventory and recommendations for continuity and or disposition (perhaps to a local library).

Bill Casti also suggested holding the February 1999 dinner meeting in Loudoun County to attract our members from the west to attend a function. Discussion ensued and it was resolved to hold the March Dinner Meeting in Loudoun. Bill Casti will share some restaurant information with the Programs Chair for coordination.

Bill Eastham, Membership Chair indicated he would present 3 or 4 ideas for building up membership at the January Board meeting. Bill Eastham stated that he had attempted 50 membership calls and had connected on 25. Bill Eastham said he would sort the membership files on zip code to assist the Program Chair in her research of available speakers. Bill Eastham also will prepare a message for the newsletter relative to recruitment of members for committee work.

Bill Eastham reported that ASQ membership is 62% in Manufacturing and 58% of the members are in the 36-55 age category. Bill Eastham also has access to a color printer and will make permanent name tags for the Executive Board members.

Sue McArthur, Program Chair, reported that the notification program supported by Intertek appears to be working satisfactorily now. Sue reported that the November meeting was a success and the speaker from Fairfax County faired well. Sue used some portable "white boards" which were attached to the pictures in the room and worked well for annotating the discussion points during the presentation.

Sue allowed how nice it would be to have the Section banner. Bill Eastham said he would give the banner to Sue and she could assure its display at the Dinner Meetings.

Roger Schaeffer, Examining Chair, reported the results of his investigation of whether attendance at the Board meetings qualifies for recertification credit. The answer is YES.

Roger will provide input to Jim Foley, Newsletter Editor, regarding a message pertinent to recertification.

Walt Mendus, Historian, will provide some historical information to Jim Coley on the issue of Certification/Recertification for potential inclusion to the Newsletter.

Tim Gavagan, Publicity Chair reported that we are in the pipeline for publicity in the "OnQ" magazine issue for January/February for our Dinner Meeting, Logo Contest, ISO Users Meeting, etc. The information needs to be developed and submitted 45 days in advance.

Tim is concerned about the length of the Infoline message, too many names and telephone numbers are provided. It was resolved that on a rotating basis, Executive Board members will be

identified as points of contact for the identified issues/activities, thereby saving some time on the message. Tim will revise the message to reflect the availability of recertification credits for attendance at the Board Meeting.

The next meeting of the Board is scheduled for January 7, 1999, starting at 7:00PM at Qwest in Balston.