

0511 Board Meeting Minutes  
May 6, 1999

Attendance: Burke, Roger ?, Walter ? Coley, Donovan, Casti, McArthur, Eastman, Davis

### OLD BUSINESS

Approve March and April Board Meeting Minutes

April minutes do not need approval because it was not an official meeting due to lack of quorum. March minutes were approved without discussion.

Committee and SIG Reports

Membership Committee - Telephone survey found that people drop out based upon whether or not their company is approving payment of the fee. Currently have about 800 members.

Treasury Committee – \$13,025.46 is current balance. Don needs \$500 for attending ASQ Annual Conference.

Resolution of the Coast Guard Payment

Donovan sent them a \$500 check, now they are looking for the remaining \$200 or so for penalties. Told the collection agency to mark it in default for the balance.

Results of April Dinner Meeting

54 registered and in attendance at the dinner.

May 12 Dinner Meeting

40 people signed up so far. Bill may propose the creation of a western area subsection.

Vote on changing the rental fee on section display unit

Proposal: charging no fee, only the deposit - \$300 - on a first come first serve basis to members only for five day period at a time. Amendment - for 6 months Advertised in each newsletter. 5 to 5 vote. Chair gets deciding vote. Chair decided the vote which was for the motion as written above. Tim says that we should charge a fee and use the funds to keep the organization viable.

Status of centralizing and storing equipment rental fee information for future use (Sue)

Sue will write it up and send to Bill. (A sheet of paper which says what the equipment is and what fee we charge for the rental of it.)

Section Library – Roger brought in the library. What do we do with the books? Motion: Donate library to Fairfax county book sale. All in favor.

Elections – Jim Coley, Chair Elect; Don Burke, Chair.

### NEW BUSINESS

"Shall it be a duty of the Board Secretary to remind each Board member of the regularly-scheduled first-Thursday-of-each-month Executive Board meeting?" NO, Motion: Notification by exception only, ie., if changed or cancelled. Passed.

Bylaws provide for Vice Chair/Chair Elect to issue agenda. Therefore Don Burke will issue agenda going forward.

Vote on changing the night of the monthly dinner meeting, from current 2<sup>nd</sup> Wednesday of each month to 2<sup>nd</sup> Thursday. Decided to not vote on this issue – Program chair (Sue) will decide on all issues relating to the dinner meeting.

Dinner Payments. Discuss having a discount for on-time registrations, with a larger payment for late or at-the-door registrations. Motion: Nominal fee shall be increased by 5 dollars for people not registering in advance. Passed.

Customer Supplier Committee

Don Burke is championing this. Covered proposal offered. Motion: Vote for support of Customer Supplier Division at the section level. Revised Motion by chair: Board to support a working group Task Group instead. Passed.

Short Term Investments

Encouraged Treasurer to make investments into other than checking accounts.

-Discuss purchase of software to manage the finances of the section. Craig decided against implementing any other software than what he is using now.

Discussions and making decisions over the internet – Discussed

Discussion of dinner meeting schedule/location/speakers - Done

Discussion of education products/services – Table until Don Hendricks is present

Discussion of June exam location, future exam locations – Still in process, Location TBD.

Status of "nonparticipating" board members/positions. After a year of non-attendance at meetings send a letter asking members whether they will still participate. Motion: Have all Board Members present at the June Meeting.

Next meeting will be Thursday June 3.

Noting no further business the meeting was adjourned.