

ASQ SECTION 0511
BOARD AGENDA
9 July 2014

Location: Vienna Amphora

Attendees: Under separate cover

1. Call to Order/Statement of Quorum –
 - a. If secretary not present: Bob, Jeff, Christine
2. Reading & Approval of Minutes –
3. Officer Reports/Announcements
 - a. Chair (Melissa Butler) –
 - b. Chair Elect (John Mullins) –
 - c. Treasurer (Leslie Braun) – See Attachment A.
 - d. Secretary (Barbara McCullough) –
4. Prior Action Items/Old Business
 - a. Lawrence B. Wilkins scholarship fund – Greg Monaco, Paul Mills, Andrew Watson and Sara McAlphine
5. New Business
 - a. Volunteers to test virtual training sites: At least 3 volunteers are requested for trials of webinar software packages, tentative trial date Sunday afternoon, July 13. Instructions regarding specific sites to download from will be sent to volunteers no later than Saturday, July 12. I would like to see if virtual sessions are free/cheap and the technology is adequate, before advertising for the CMQ/OE prep class to start August 23.
6. Committee Reports/Announcements:
 - a. Arrangements – Marie Rondot
 - i. Report for July – We have X dinner and X program only
 - ii. July 9th, Vienna Amphora– Quality is Everyone's Business, Guided Discussion
 - iii. July 19th - Section Vision meeting, 9am - Noon - 9447B Lorton Market Street, Suite 200, Lorton, Virginia 22079-1963
 - iv. Aug. 13th, Herndon Amphora, -
 - b. Audit – Paul Mills: Financial records for January- June have been received and will be reviewed over the next 2 weeks.
 - c. Education – Gregg Monaco
 - d. Finance – Jeff Parnes/Mike Coleman
 - e. Historian – Rick Wells
 - f. Lean Six Sigma SIG Chair – Sion Weaver
 - g. Membership – Kristine Hejna
 - h. Newsletter/Publicity –
 - i. Nominating – Jeff Parnes
 - j. Placements – Sion Weaver
 - k. Proctor – Muzaffar Zaffar
 - l. Programs – Paul Meyers
 - m. Recertification – Robert Zimman
 - n. Quality Management Plan –John Mullins
 - o. Voice of the Customer –
 - p. Volunteer Opportunities –

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- q. Webmaster/Electronic Media – Jeff Parnes
7. Adjournment

Attachment A - Treasurer Report

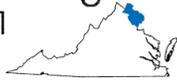
Balance Sheet:

ASSETS				
	Current Assets			
		Checking/Savings		
			TD Bank	<u>22329.56</u>
		Total Checking/Savings		<u>22329.56</u>
	Total Current Assets			<u>22329.56</u>
TOTAL ASSETS				22329.56
LIABILITIES & EQUITY				
	Equity			
		Opening Bal Equity		16468.49
		Retained Earnings		5144.93
		Net Income		716.14
	Total Equity			<u>22329.56</u>
TOTAL LIABILITIES & EQUITY				22329.56

Check Detail:

Type	Date	Num	Name	Memo	Account	Paid Amount
Check	06/11/2014	995014DEP	Amphora Restuarant	401339 AMPHORA VIENNA	TD Bank	
				401339 AMPHORA VIENNA	001.5803 Dinners	-930.02
TOTAL						-930.02

Deposit Details:



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	Type	Date	Account	Amount
	Deposit	06/16/2014	TD Bank	60.00
			001.4320 Dinner Meetings	-60.00
TOTAL				-60.00
	Deposit	06/16/2014	TD Bank	150.09
			001.4320 Dinner Meetings	-150.09
TOTAL				-150.09
	Deposit	06/30/2014	TD Bank	1,332.25
			001.4000 Membership Dues	-1,332.25
TOTAL				-1,332.25

TD Summary:

ACCOUNT SUMMARY

Beginning Balance	21,717.24	Average Collected Balance	21,333.69
Deposits	60.00	Annual Percentage Yield Earned	0.00%
Electronic Deposits	1,482.34	Days in Period	30
Electronic Payments	930.02		
Ending Balance	22,329.56		

DAILY ACCOUNT ACTIVITY

Deposits

POSTING DATE	DESCRIPTION	AMOUNT
6/16	DEPOSIT	60.00
Subtotal:		60.00

Electronic Deposits

POSTING DATE	DESCRIPTION	AMOUNT
6/11	ACH DEPOSIT, PAYPAL TRANSFER 58PJ285C8RLV2	150.09
6/30	CTX DEPOSIT, AMERICAN SOCIETY AUTOPILOT 00086644	1,332.25
Subtotal:		1,482.34

Electronic Payments

POSTING DATE	DESCRIPTION	AMOUNT
6/13	DEBIT CARD PURCHASE, AUT 061114 VISA DDA PUR AMPHORA DINER DELU HERNDON *VA 4085404007292281	930.02
Subtotal:		930.02

DAILY BALANCE SUMMARY

DATE	BALANCE	DATE	BALANCE
5/31	21,717.24	6/16	20,997.31
6/11	21,867.33	6/30	22,329.56
6/13	20,937.31		



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