

ASQ SECTION 0511
DRAFT BOARD AGENDA
May 13, 2015

Location: Olive Garden, Tysons Corner . 8133 Leesburg Pike, Vienna, VA 22182
Attendees: Under separate cover

	What	Who	Decisions/Actions*
5:30 – 5:40	<ul style="list-style-type: none"> • Call to Order/Statement of Quorum ○ Opening Remarks ○ PAR Announcement 	<ul style="list-style-type: none"> • Chair • Former Chair 	
5:40 - 5:50	<ul style="list-style-type: none"> • Reading and Approval of Minutes ○ Monthly Minutes 	<ul style="list-style-type: none"> • Secretary 	
5:50 – 6:10	<ul style="list-style-type: none"> • Strategic Business ○ Website 	<ul style="list-style-type: none"> • John/Gregg 	
6:10 – 6:20	<ul style="list-style-type: none"> • Marketing Plan 	<ul style="list-style-type: none"> • Gregg, Paul, Carolyn 	
6:20 – 6:30	<ul style="list-style-type: none"> • Officer Reports ○ Chair ○ Chair elect ○ Treasure ○ Audit ○ Others 	<ul style="list-style-type: none"> • Board Members 	
6:30-6:40	<ul style="list-style-type: none"> • Prior Issues ○ GMU Meeting 	<ul style="list-style-type: none"> • Members ○ Lead? ○ Gregg ○ Paul ○ Lead? 	
6:40 – 6:45	<ul style="list-style-type: none"> • Review of Action Items/Minutes Adjournment 	<ul style="list-style-type: none"> • Chair 	

*Actions Detailed below:

Action Plan

What	Who	When