

ASQ Section Board

February 8, 2023

Agenda

1. Meeting Minutes approval
 - a. January 2023
2. Annual Report submitted to Component Relations and Regional Community Chair (Michael Kirchner) on 1/31/23. Summarized progress and status vs. budget and business plan submitted for CY 2022.
3. Member Unit Operating Agreement is due for review and signature by the Section Chair by March 31, 2023.
4. Anniversary
 - a. Section Founding Date – September 11, 1983
 - b. Jeff and Ken are commemoration leads
 - c. Event slated for Fall 2023
 - d. Need to set up meeting with Co-leads and historian, and any additional volunteers.
5. Program – Saturday, February 11, 2023
 - a. Udvar-Hazy Air and Space Museum in Chantilly
 - b. Free admission, \$15 parking
 - c. Networking lunch at on-site Shake Shack afterwards
 - d. Registered for 18; can increase with advance notice, minimum is 10
 - e. Currently have 23 registered
 - f. Planning needs? Does the team need help?
6. Treasurer Report
 - a. \$25,854.69 in available funds
 - b. Income +\$211.86 for January; +\$211.86 for CY 2023
7. Membership Report
 - a. January 4, 2023 paid membership = 433
 - b. February 2, 2023 paid membership = 437
8. Program Future:
 - a. March – TBD; possibly the following
 - i. Report from Michael Kirchner, another regional officer, or ASQ HQ
 - ii. Conclusion of Path to Quality as time permits
 - b. April – Ken – EED Part 2; Ken has content since it's sparse on the EED community site
 - c. May – Ranger Outing?
9. April-in person Section meeting
 - a. Essential functions (PayAnywhere and Streaming) need to be staffed and ready
 - b. Venue needs to be electronics friendly and have sufficient space for the Streaming setup – Houlihan's?
 - c. Need to be flexible if Covid situation worsens
10. Staffing
 - a. Engagement strategy first draft developed by Vladimir as Strategy Chair
 - b. Requires an Engagement Chair to work in concert with the Nominations Chair, Recertification Chair, and Section Chair and Vice-Chair
 - c. Engagement Chair would turn “cold bodies” into “warm bodies”

- d. This involves both bringing in those who volunteer (passive) and finding and motivating members to volunteer (active)
- e. Volunteers are needed for a variety of tasks in three broad categories:
 - i. Program leads (we have ~20 program types, but only Vladimir, Carolyn, Connie, and Ken are leads) – could be a presenter on occasion, but would work with volunteers to sharpen their individual program
 - ii. Discrete program presentation: Moderate a QM Round Table, present an annual review of the year in QP, introduce a Community.
 - iii. Operational: Assist in setup, running, and breakdown of streaming; backup for web and database functions; take a lead or committee assignment from an SLC member with a too-large portfolio.