

ASQ SECTION 0511 BOARD MEETING MINUTES OF 3-FEB-2000

LOCATION & TIME: Qwest Building, 7 PM

ATTENDANCE:

	1 JUL	5 AUG	2 SEP	7 OCT	4 NOV	2 DEC	6 JAN	3 FEB	2 MAR	6 APR	4 MAY	1 JUN
CHAIR	P	P	P	P	DB			DB				
CHAIR-ELECT	P	P		P	JC							
PAST CHAIR	P	P		P	BC			BC				
SECRETARY	P	P	P	P	YF			YF				
TREASURER	P	P*	P	P				GD				
EDUCATION	P	P	P		FH			FH				
ELECT-MEDIA	P	P		P	BC			BC				
HISTORIAN	P	P	P	P	WM			WM				
ISO9000				P								
MEMBERSHIP	P	P		P	BE							
NQM	P											
NEWSLETTER	P			P	JC							
PROGRAMS	P	P	P	P	SM			SM				
QUAL-LIASON	P	P	P	P	YF			YF				
Other: Examiner			P									
Other: Publicity			P		TG							

* Participated via phone

AGENDA/ACTIONS:

1 Approve January Minutes – All

The Board's January meeting minutes were approved.

2 Treasurer's Report – Donovan

The treasurer reported a checking account balance of \$10,295.74. One of the CDs matures and automatically rolls over for another 6 month period. The Treasurer will investigate other CD options and present them to the board for consideration.

3 Dinner Meeting – McArthur

January dinner meeting: 20 individuals registered, 22 showed up, and 18 had dinner. The board asked whether attendance correlated with the meeting location. Sue felt that she did

not have enough information to make that determination but will look into it as more dinner meetings are held in at the current suite of restaurants. Sue reiterated the need for timely registration.

4 Annual Meeting & Elections – Burke

The board passed a motion to make the April 12th dinner meeting our official annual meeting. The board will announce this decision to the general membership at least one month in advance of the meeting. Don Burke and Bill Casti will head up the nominations committee, provided that it is not a conflict of interest that precludes either of them from running for an elected position.

5 Budget – Burke

The Section Chair sent out a spreadsheet identifying the key elements of the proposed budget. The Treasurer will compile all the data for presentation at the next monthly meeting of the board.

6 Purchase of T-shirts for Membership Promotions – Casti

The board passed a motion to have Bill Casti purchase 100 t-shirts with the section logo in a combination of sizes. The intent is to use these items for publicity purposes throughout the year. Bill will also investigate and report on the cost of sweatshirts with the section logo.

7 Scholarship Funds/Program – Eastham

Not discussed in absence of Bill Eastham.

8 Need for Instructors – Hutchison

The is a need for more instructors for the ASQ certification program sessions.

9 Reports from Committee Chairs

E-Media – Casti: Bill reported that the section now has its own domain name.

10 Other Business

The board receive a letter from Ms. Emily Anthes, thanking the members of the board for the contribution to her research project.

Noting no further business, the meeting was adjourned