

## ASQ SECTION 0511 BOARD MEETING MINUTES OF 1-JUNE-2000

LOCATION & TIME: Qwest Building, 7 PM

ATTENDANCE:

	1 JUL 1999	5 AUG	2 SEP	7 OCT	4 NOV	2 DEC	6 JAN 2000	3 FEB	2 MAR	6 APR	4 MAY	1 JUN
CHAIR	P	P	P	P	DB			DB		DB	DB	DB
CHAIR-ELECT	P	P		P	JC					JC		JC
PAST CHAIR	P	P		P	BC			BC		BC	BC	BC
SECRETARY	P	P	P	P	YF			YF		YF	YF	YF
TREASURER	P	P*	P	P				GD			GD	GD
EDUCATION	P	P	P		FH			FH			FH	
ELECT-MEDIA	P	P		P	BC			BC		BC	BC	BC
HISTORIAN	P	P	P	P	WM			WM		WM	WM	WM
ISO9000				P								
MEMBERSHIP	P	P		P	BE					BE	BE	BE
NQM	P									BE	BE	BE
NEWSLETTER	P			P	JC					JC		JC
PROGRAMS	P	P	P	P	SM			SM			SM	SM
QUAL-LIASON	P	P	P	P	YF			YF		YF	YF	YF
Other: Examiner			P									
Other: Publicity			P		TG							TG
Other: Chair-Elect 2000-01			P		TG						DJL	

\* Participated via phone

AGENDA/ACTIONS:

### 1 Meeting Minutes Approval – All

The Board's May meeting minutes were approved.

### 2 Treasurer's Report – Donovan

The Treasurer reported \$12,206.02 in the board's checking account and one CD for \$4000.

### 3 May/June Dinner Meetings Report – McArthur

May/Middleburg: 15 signed up, 14 attended

June/JR's: 14 signed up; Greg Werkheiser will speak on *Building Quality People*

#### **4 Dinner Meeting Topics for July & August – All**

July speaker: Brendan Pelan from Bell Atlantic

The following motion was carried by a vote of 5 yeas to 4 nays: There will be no dinner meeting for the general membership in August. The board will hold an end of fiscal year review meeting instead of the regular board meeting and dinner meeting. The board meeting will be held at a place and date yet to be determined. Tim Gavigan will research available locations and dates and will report back to the board. Section funds will only be used to subsidize each dinner up to \$30. The attending board members will absorb any costs beyond that limit.

A roll call vote was requested.

Yes: Eastham, Casti, Fernandez, Gavigan, and Mendus

No: Burke, McArthur, Coley, and Donovan

#### **5 Annual Report – Burke**

The Historic Committee Chair provided the Section Chair with a couple of past annual reports for the section for use as guides. The Section Chair has been in communication with John Matthewson, the section's financial auditor of record.

#### **6 Quality Audit Seminar – Casti & Coley**

The board discussed several options related to how the seminar should be financed and publicized. The seminar is an 8-hour course on Supplier Quality Audits. It is generally provided for a fee of \$300 a person and includes instruction by Dennis Arter, course materials (course notes and text book), and lunch.

The following motion did not pass by a vote of 6 nays, 2 yeas, and 1 abstention: The seminar should be free to all members of 0511 and a chargeable event to all others. For new ASQ members who sign up at the door, it would be free.

A roll call vote was requested.

Yes: Gavigan and Donovan

No: Burke, McArthur, Eastham, Casti, Fernandez, and Coley

Abst: Mendus

The following motion was passed by a vote of 6 yeas to 3 nays: The seminar would be offered at a flat fee of \$49.99 to all interested individuals.

A roll call vote was requested.

Yes: Burke, Eastham, Casti, Fernandez, Coley, and Donovan

No: McArthur, Gavigan, and Mendus

## **7 Membership Night/Scholarship Proposals – Eastham**

All notices for the Membership Night event have been mailed out. The event is scheduled for 22 June 2000 from 6:30 to 8:30. It has been planned for 125 – 150 people. The Membership Committee Chair requested the data projector and booth.

Eastham will compile comments received on the scholarship proposal and present them to the board via email before the next meeting (July), when the board will vote on the particulars of the proposal.

## **8 Education Chair Position – Burke**

The board received a letter of resignation from Don Hendrix as Education Chair. Roger Mercier volunteered to take over the position. Frank Hutchison continues as Deputy.

## **9 Reports from Committee Chairs – All**

Membership: If NQM materials are available from National, will bring to Membership Night.  
E-Media: Please provide Bill with anything you need to have distributed to the membership via email. Bill applied for a no-fee corporate American Express account for the board. Only the 4 elected members will receive a card.  
Publicity: OnQ and Infoline are up-to-date.  
Newsletter: Deadline is 8 June. Needs a bio for the section Secretary. Needs an article on scholarship activities.

Noting no further business, the meeting was adjourned