

ASQ Section 0511 Board Meeting - August 2, 2001 Meeting Minutes
7:00 PM - Tysons Corner Doubletree Hotel

Attendees:

D. J. Law	Chair
Walter Mendus	Historian
Aubrey Hamilton	Publicity
Quentin Conroy	Education
Roger Mercier	Chair-Elect
Sue McArthur	Programs
Jeffrey Parnes	Treasurer
Jim Coley	Past-Chair, Newsletter
Bill Casti	E-Media
Bill Eastham	Membership

Agenda/Actions:

The meeting was called to order at 7:15 pm.

1. Approval of July Meeting Minutes

July minutes were not available.

Motion: Table the approval of the July minutes until the September board meeting. Motion passed.

2. Treasurer's Report

Treasurer's report was not available. A draft will be posted on the web site for review.

3. 2000-2001 Budget

New template from ASQ will be sent out by Jeff. The budget is due sometime in October.

4. Section/CPA Audit

All forms the CPA required have been signed. Files from QuickBooks has been dropped off - soft copy given to Jeff. The audit is expected to take about another two weeks. ASQ National is paying for the audit.

5. 2000-2001 Annual Report

The report has an extension until the end of August to be filed.

6. Fall Certification Refresher Classes and Instructors

Speakers had volunteered to offer training for the fall classes.

Motion to approve the following speakers/classes. Motion passed.

CQA - Paul Mills
CQA - Joe Ludford
CQMgr - Frank Hutchinson

No speakers volunteered to teach the CQIA or the CSQE on a full-time basis; therefore, the section will not offer these classes. However, they will let the members know of other class options available.

7. Standards SIG Facilitator

Joan Dandurand volunteered to lead/facilitate the group. Special interest groups will report to the chair-elect.

Motion: Revive group and appoint Joan as its facilitator. Motion passed.

8. Fall Regional Conference Update

The Fall Regional Conference is scheduled for Monday and Tuesday, November 12-13, in Laurel MD at the Johns Hopkins University. Each section will mail out the invitations. There are 30-40 speakers so far, and 4 conference tracks. Bill Casti will research whether or not 0511 can host/run the web registration. There are 500 expected attendees, 50 free guests, and speakers.

9. Alternate Site for Board Meetings

Bill E. and Aubrey offered their locations for alternate board meeting sites.

10. Committee Reports

Programs

July 53 registered / 55 attended
August 29 registered

Education

Quentin talked to QCI - they are overhauling the CQA primer.

E-Media

Web page needs September programs information.
Programs should include on the yellow mailing cards how to subscribe to the 0511 email list.

Newsletter

Deadline is August 17. The newsletter will be online. There's \$600 left in the postage account.

Publicity

The section will be published in the yellow page listings.

Membership

There are about 800 members. The mention of a free meal had been dropped from the cards sent to new members; it's now been re-added.

Historian

Please give a copy of all reports (annual, etc) to Walter. Bill E. will call ASQ to get a copy of last year's annual report.

11. Other Board Business

June exam pass rate:

CQA	9/14	CQE	1/2
CSQE	8/15	CQIA	5/5

CSQE CBOK will be revised and published for June 2002 exam.

The meeting was adjourned at 8:40 pm.

Minutes documented by Sue McArthur.

