

Meeting Notes
ASQ0511 Board Meeting
21 December 2005

Joe (Treasurer) – Raytheon paid for the recent CQE course totally and directly to ASQ. 0511 paid \$\$ to instructor, and recouped payment from the ASQ reimbursements.

Paul (Audit) – waiting for approval of audit report submitted to ASQ. Is currently monitoring current payments in and out of Section coffers.

Walter (Historian) – 1) Treasurer owes Walt an elec copy of the 2005 audit report (Joe is waiting for ASQ approval). 2) Bob owes Walt the Chair report for 2004/2005.

Larry (Education) – The new Manager of Quality/Organizational Excellence (CMQOE) course is being offered for 21, 28 Jan., and 4 Feb at ANSER (which provides the facility for free). Classes will be 8 hours for each of these Saturdays. In addition, Paul Mills will be evaluating the new CQA course for ASQ...price of course will be \$500 when finalized.

Christine (Volunteers) – has 3 volunteers to work as needed. Presently these workers may help Programs. We noted that we still need volunteers for Newsletter and Publicity.

Bill (Membership) – He reported his calls to all charter members was a rewarding experience. 4 were expected for the dinner...3 showed up. Names?? Walter Mendus plus 2.

Bob Zimman (Past Chair) – recently received a refrigerator magnet from PMI that incorporated a 2006 calendar with meeting dates for PMI highlighted. He suggested that ASQ0511 procure the same type of magnet for our members. He made a motion that 0511 procure a sufficient quantity of these for our membership, procurement NTE \$2,000. This was seconded. Bob will check with PMI to see who their source was, and Sue will check her source (G&K) to see if they have such a product, and will report back at the next meeting.

Ron (Chair) – resolved that Bill will introduce charter members. Asked that although ‘stuff’ may keep Board members from attending every meeting, it is still expected that every Board member (including Committee Chairs) will submit monthly reports to the Secretary. The agenda for the conference call sponsored by the Regional Director on 22 December was passed around, and suggestions for discussion topics were solicited...dialing in to the call was invited for those interested (SMP and training are both on the agenda). As a separate issue, Bob suggested that we ask Peg Blomme, a professional statistician and customer satisfaction surveyor, if she could help us assess satisfaction among our membership. I checked with her during the evening, and she agreed to help us develop and run this survey. I will send out a query to Board members separately so we may discuss a plan at the January meeting.

Rick Litts (Region 5 Director, and our guest speaker) – mentioned that Section 509 has asked for two things: 1) to change name to the Washington, DC, and Maryland Metropolitan Section; and 2) to change membership defaults so more closely align with the geography of the Balto, NoVA, and DC Sections. These issues will be discussed in the conference call on 22 Dec.