



**ASQ SECTION 0511
DRAFT BOARD MEETING MINUTES
20 MAY 2008**

Location: Amphora Diner, Herndon VA
Attendees: Attached

1. Call to Order – 5:55 PM
2. Reading & Approval of Minutes – April meeting minutes were approved as written.
3. Officer Reports/Announcements
 - a. Chair – Next month we are having a special meeting on June 10th in lieu of our regular meeting. This will be at the Ritz Carlton in Pentagon City. Still looking for volunteer for Chair Elect; Bill Eastham volunteered to serve in this capacity.* Did get a volunteer for Section Historian (Rick Wells). The Examining Chair (Peg Blomme) is moving and has resigned as of June 2009.
 - b. Chair Elect – Arrived late
 - c. Treasurer – Not in attendance. Sent his report to the Board via the Finance Chair (Jeff Parnes).
 - d. Secretary – Nothing to report.
4. Committee Reports/Announcements
 - a. Arrangements – Not in attendance.
 - b. Audit – Looking into availability of audit team to do the audit by the July meeting.
 - c. Examining/Certification – Not in attendance.
 - d. Recertification – Expecting a bunch with deadline of June 30th.
 - e. Education – Three people cancelled at the last minute for CQA Spring course. The Education Chair gave a quick overview of the ASQ World Congress and will present a more detailed briefing at the July meeting.
 - f. Finance – Nothing to report.
 - g. Historian – Unfilled position.
 - h. Membership – Planning for the June 10th event at the Ritz is going well. The approved budget (\$4,500) will pay for approx 60 attendees. Will send out email announcements emphasizing the need to register within the deadline. If a non-member wants to participate they will be charged \$35. The Board discussed the possibility of rotating the locations of the dinner meetings per ad hoc membership feedback. The Programs Chair (Dale Shaffer) agreed to check on a few places, such as the Olive Garden at Fair Lakes, to gauge our options. The Board also discussed changing the traditional dinner venue and perhaps hosting a “pizza nite” and invite “Papa John” to speak.
 - i. Newsletter/Publicity – Not in attendance.
 - j. Nominating – Nothing to report.
 - k. Programs – Next month at the Ritz.
 - l. LSS SIG – Not in attendance.
5. Items for Next Month’s Mtg – None.
6. Unfinished and New Business – None.
7. Adjournment – 6:45 pm

(Minutes prepared by: Yvonne Fernandez, Section 0511 Secretary)

* The Chair presented Bill Eastham as a candidate for Chair Elect and was accepted by the Membership by acclamation during the subsequent dinner meeting.