



**ASQ SECTION 0511  
DRAFT BOARD MEETING MINUTES  
21 APRIL 2010**

Location: Amphora Diner, Herndon VA

Attendees: Attached

1. Call to Order – 5:38 PM
2. Reading & Approval of Minutes – The March 2010 meeting minutes were approved as written.
3. Officer Reports/Announcements
  - a. Chair – (1) Participated in State Dept’s Iraqi business men visit and gave a briefing on the mission and role of ASQ. The businessmen knew very little about quality and felt that they probably couldn’t afford to develop and implement quality systems. They were very interested in ISO standards and how they might be able to leverage ASQ. The lack of reliable infrastructure in Iraq is a huge impediment. The Chair sent an after-action report to ASQ. (2) The Section Voice of the Customer Chair has resigned and we need to find a volunteer.
  - b. Chair Elect – Not in attendance.
  - c. Treasurer – The Treasurer presented the monthly financial update. We have paid for the banners.
  - d. Secretary – Will attend ASQ World next month as a Booz Allen representative, paid for by Booz Allen.
4. Committee Reports/Announcements
  - a. Arrangements – Not in attendance.
  - b. Audit – Nothing to report.
  - c. Examining/Certification – Still waiting to hear details from National about special needs examinee, to better understand the specific provisions that need to be made.
  - d. Recertification – Things are going well, submitting packages as they come in. Expecting a deluge of packages prior to June.
  - e. Education – We have 3 people signed up to take CQA course. Will try to use “Go To Meeting” for one participant in Pennsylvania.
  - f. Finance – Nothing to report.
  - g. Historian – Has not received any entries for the contest to identify the quality guru on our homepage. The deadline is May.
  - h. Membership – Not in attendance.
  - i. Newsletter/Publicity – Seeking articles for the next newsletter, which will be released in June. Looking for exam input, The Secretary and incoming Chair will provide an article on the ASQ World Conference, the Past Chair will provide something on the Iraqi briefing and the education piece, the Historian will provide info on the contest winner, and the Programs Chair will provide info on upcoming dinner meetings. Publicity Chair will contact BSI for details on dinner meeting postcards. Will also check the membership list to extract the names of new members for the next newsletter.
  - j. Nominating – We have officer candidates for next year: Bill Eastham (Chair), Larry Wilkins (Chair Elect), and Michael Coleman (Treasurer). The election by acclamation will occur at this evening’s dinner meeting.
  - k. Programs – Working on Great American Restaurants for next month. Doesn’t have anything specific beyond that and is seeking suggestions. July will be a networking meeting.
  - l. Voice of the Customer – Vacant position.

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- m. Webmaster – There seems to be a problem with the email notices. Not all members are receiving them. The Webmaster will trouble shoot and identify possible solutions.
  - n. LSS SIG – Not in attendance.
5. Items for Next Month's Mtg – None.
  6. Unfinished and New Business – None.
  7. Adjournment – 6:33 pm

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