



ASQ SECTION 0511  
DRAFT BOARD MEETING MINUTES  
19 May 2010

Location: Amphora Diner, Herndon VA

Attendees: Attached

1. Call to Order – 5:35 PM
2. Reading & Approval of Minutes – The April 2010 meeting minutes were approved as written.
3. Officer Reports/Announcements
  - a. Chair Elect – (1) Stated he intends to attend the ASQ National Congress, will arrive by car on Saturday. Suggested later in the meeting that he would debrief board members on the trip during the next Meet & Greet, scheduled for July.  
(2) Having noted from last month's meeting that the Section Voice of the Customer Chair has resigned, it was confirmed we still need to find a volunteer.
  - b. Chair – Attended the meeting as a late arrival.  
(1) Stated the email from National was forwarded to the Regional Director. The List of Officers and Community Chairs was last Saturday  
(2) Solicited for ideas for the next guest speaker event, challenged the board members to choose the right hotel.
  - c. Treasurer – The Treasurer presented the monthly financial update. Discussed attendance issues.
  - d. Secretary – Not in Attendance, new ASQ member Dale Levin volunteered to take the meeting minutes.
4. Committee Reports/Announcements
  - a. Arrangements – Not in attendance.
  - b. Audit – Nothing to report.
  - c. Examining/Certification – Not in attendance
  - d. Recertification – Discussed various errors certification candidates are making in their claims for credit.
  - e. Education – Identified a company which provides certification preparation materiel at a cost discount. Will follow up by submitting a proposal for funding one test package, which includes on-line training.
  - f. Finance – Nothing to report.
  - g. Historian – Still cataloguing information from our past meetings. He will re-send the message regarding the montage contest for the free dinner.
  - h. Membership – Membership is in a stable state. Discussed with other board members regarding what defines a District Member. Reported 385 Regular Members, 30 Student Members with 790 paid members and 135 unpaid. Reported on a recent survey that reveals several professional associations are failing, memberships dropping, but there is increased interest in why such associations exist..Concluded by mentioning our need to send BSI the information required for making the mail out cards for the monthly meeting reminders.

- i. Newsletter/Publicity – The Chair re-iterated the Newsletter/Publicity notes from the April Minutes, to wit:  
“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.” He concluded by stating that we want to keep the newsletter going.
  - j. Nominating – Nothing to report.
  - k. Programs – Working on Great American Restaurants for next month. Identified the Sweetwater Tavern in Falls Church (Merrifield section) at Gallows Road and Route 50 as next month’s meeting location. Current plan is to evaluate the restaurant’s wait staff performance. More details to follow.
  - l. Voice of the Customer – Vacant position.
  - m. Webmaster – Email notices issues resolved. ListServer monitor malfunction identified as the cause. Email messages should go out as normal from now on.
  - n. LSS SIG – Not in attendance.
- 5. Items for Next Month’s Mtg – None.
  - 6. Unfinished and New Business – None.
  - 7. Adjournment – 6:35 pm

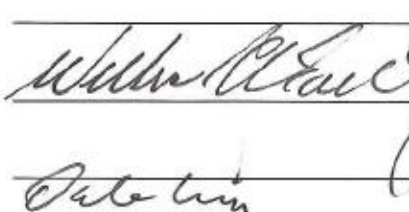

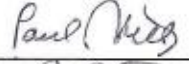

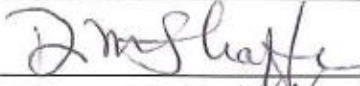



(Minutes prepared by: Dale Levin, member, ASQ Section 0511)

# ASQ Section 0511 Board Meeting

Date: 5/19/2010

Herndon Amphora Diner, Herndon VA

Event ID: 368

Name	Office	Attended
Michael Coleman	Examining Chair	_____
Willie Davis	Six Sigma SIG Chair	_____
Bill Eastham	Chair Elect	
Yvonne Fernandez Dale Levin	Secretary	
Christine Kurowski	Newsletter Editor	_____
Paul Mills	Auditing Chair	
Jeff Parnes	Webmaster	
Marie Rondot	Arrangements Chair	_____
Trish Selcher	Voice of the Customer	_____
Dale Shaffer	Programs Chair	
Joe Tullington	Treasurer	
Rick Wells	Historian	
Larry Wilkins	Section Chair	_____
Robert Zimman	Past Chair	
<b>Total Attendees</b>		<b>0</b>