

ASQ SECTION 0511
DRAFT BOARD Minutes
September 9, 2015

September 9, 2015 ASQ Section 0511 Board Meeting

Present: John Mullins, Carolyn, Melissa, Gregg, James K., Charlotte Wilde, Paul Meyer, Paul Mills, Jeff, Leslie, Muzaffer, Barb

Reading of the Minutes by Barb – Paul Mills motioned to approve, Gregg seconded.

Meeting Minutes approved as read for August Meeting. (Barb did not send these out. Read them in the meeting. Need to send to Marie with the attendance.)

Website: Jeff says Bryan needs to have the approval to change the flow of the content. Currently it will be as it flows now. Gregg and Jeff were able to test what's been done on the site and like the speed and effort so far.

Jeff will hold a training meeting with anyone on the Board who wants to be able to change items on the site. He will provide Popeye's and Pizza for dinner while we train.

Programs: Carolyn – we are all set for October meeting. There can't be a platform for the speakers. It costs \$150 for each lapel microphone, for a wireless mic it cost \$100. We have one wireless Mic. We want to use ours to record on the stage.

John moved to approve a \$350 budget for 2 hand held or lapel mics. We won't need a podium.

Need the menu in by Monday. She selected a menu and everyone approved.

If we want to make a raffle or goody bag, we need to decide now. See AI below for Gregg and give-away of books.

Education: Paul noted that one person signed up for the CMQ\OE and we will not do that as only one signed up, so we will be refunding their money. No action on the scholarship committee. He will be putting together a CQA class for the next offering. Need to find a way to get people more involved in taking certification classes.

Have a wine event in Western Loudoun County (Middleburg – on 50 West) at 50 West Winery or another winery for formal meeting as a dual meeting with Shenandoah Section 1131 – Invite that section to the to a Social meeting at Stone Tower tentatively scheduled for November 14.

Certification: Muzzafar, 29 people going to take the exam to get their Black Belt on 10/3 is the next cert exam in PPC.

Secure a date and time for Stone Tower as a social event to meet for quality. 7th or 14th of November. 14th preferable.

ACTION ITEMS

AI – Gregg and Jeff – figure out a viable website system by October 14.

AI – Gregg will put together a give-away of books and some way to give them out during the night. (tastefully) – Leslie has the tickets if he wanted to give them out that way.

AI – Charlotte will perform a random audit of the website.

AI – Barb needs to send last month's meeting notes to Jeff to post and send the scan of the sign-in sheet for the board meeting to Marie.