

CVC Mission: To serve the professional interests of chapter members by enhancing expertise through project management education and training, supporting Project Management Professional (PMP) certification, and promoting association with other project management professionals.



Meeting Minutes

PMI CENTRAL VIRGINIA CHAPTER - BOARD OF DIRECTORS

Wednesday, October 5, 2005, 6:00 p.m.
WellPoint (Anthem) – Davis Center South

ATTENDEES & QUORUM STATUS

Voting: Robert Berlin, Bud Higgins, Andy Shulick, Sri Mahadevan, Christina Morgan, Jim Hayden, Sharon Robbins, Joe Garritano, Kurt Wilson, Phil Doty – Quorum Present

AGENDA

- Open Meeting** Review & Approve Meeting Agenda and previous Meeting Minutes
- New Business** Membership Survey
- Board Transition Meeting – November 12th

- Old Business** 1000 Member Celebration
- Strategic Planning
- Nominations
- PMP Recognition Night

- Officer Reports**
- Review Key Upcoming Dates**
- October 15 – PMP Exam Prep Workshop Part 1
- October 19 – Dinner Meeting / Board Elections
- October 22 – PMP Exam Prep Workshop Part 2
- October 29 – PMP Exam Prep Workshop Part 3
- November 2 – Board Meeting
- November 5 – Saturday Seminar
- November 12 – Board Transition Meeting
- November 16 – Dinner Meeting
- December 7 – Board Meeting

- Adjourn Meeting**

ACTION ITEMS

Action Item	Responsible Party	Deadline
Approve August 3 Board Meeting Minutes	All	11/2/2005
Season Pass Committee Report	Luis	11/2/2005
Email Changes in Membership Survey to Bud	All	10/7/05
Food for Next Board Meeting	Sharon	11/2/2005
New Business Card Design	Bud	11/12/2005
Email VP Volunteerism Job Description to Christina & Phil	Jim	10/7/05
Additional Member Benefits Discussion with PMI	Luis	10/05/2005
Define Jobs in each Committee	All	11/2/2005

Define Detailed Job Descriptions for Committee Positions	All	10/30/2005
Strategic Meeting Scheduling with Allan Mills	Sharon	11/12/2005
Send Guidelines to VSU	Renee Symons	10/15/2005

QUESTIONS / ISSUES

The following questions or issues were raised during the meeting. If they were not also resolved within the meeting, an approach is identified.

Question / Issue	Approach / Resolution
1000 Member Celebration Risks & Budget	<p>Celebration will mitigate risks for sizing the event by seeking a flexible location.</p> <p>Celebration looks to cost \$20-25/person, rather than the \$15/person that was budgeted. The \$3000 budget set aside this year will be added to the additional costs in next year's budget.</p>

DECISIONS

The following decisions were made or discussed in the meeting:

- No further Board Member nominations will be accepted for the open 2006 positions.

ACTIVE SUBCOMMITTEES

Charter	Members
Strategic Planning Committee	Robert - Sharon, Bud, Luis
Season Pass Committee	Luis - Jan
1000 th Member Celebration Committee	Andy - Jim
Volunteer Recognition Committee	Luis - Robert, Phil ('06 VP Volunteerism)
PMP Recognition Committee	Sharon - Luis
K-12 Project Management Program Committee	Robert - Tim Golden, Director
Nominating Committee	Kathie