

**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, February 1, 2006, 6:00 p.m.  
Genworth – Building 2, State Room

**ATTENDEES & QUORUM STATUS**

Voting: Robert Berlin, Jim Hayden, Sharon Robbins, Christina Morgan, Cliff Vaught, Andy Shulick, Sri Mahadevan, Luis Naranjo, Jim Dedie, Jan Beach, Sally Deering and Phil Doty – Quorum Present

**AGENDA**

<b>Open Meeting</b>	Review & Approve Meeting Agenda and previous Meeting Minutes
<b>New Business</b>	<ul style="list-style-type: none"> <li>Region 5 Report Out</li> <li>Outreach (West End Pilot Dinner Meetings)</li> <li>Policies &amp; Procedures Update Project</li> <li>2007 Region 5 Leadership Meeting (Joint w/ Hampton Roads Chapter)</li> <li>30 Minute Meetings</li> <li>AVP positions for Board of Directors</li> <li>Strategic Planning Meeting Next Steps</li> <li>PMO CVC President’s Council/Member-At-Large</li> <li>Public Library Donation</li> <li>Fredericksburg Outreach Project</li> <li>SharePoint site for Collaborating BoD</li> <li>MOU II for PMBOK Educational Materials Sharing</li> </ul>
<b>Old Business</b>	<ul style="list-style-type: none"> <li>Electronic Voting Project Progress</li> <li>1000<sup>th</sup> Member Celebration</li> </ul>
<b>Officer Reports</b>	
<b>Review Key Upcoming Dates</b>	<ul style="list-style-type: none"> <li>February 7 – Newsletter Articles Due to VP of Communications</li> <li>February 15 – Chapter Dinner Meeting</li> <li>March 1 – Board Meeting</li> <li>March 11 or 18 – Strategic Planning Meeting</li> <li>March 15 – Chapter Dinner Meeting</li> <li>May 3 – Golf Tournament</li> </ul>
<b>Adjourn Meeting</b>	

**ACTION ITEMS**

Action Item	Responsible Party	Deadline
Food for Next Board Meeting	Cliff	3/1/06
Schedule Strategic Planning Meeting for March 11 or 18 with Alan Mills	Robert	3/1/06
Send Jim list of people needed DEP access	Andy	3/1/06
Purchase printer	Jim and Sally	3/1/06
Sign MOU for sharing PMBOK materials	Jim	3/1/06

## 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

## DECISIONS

The following decisions were made or discussed in the meeting:

- Board voted to approve signing the new MOU with the other chapters who helped develop the PMBOK educational materials.
- Board voted to approve doing the 30-minute meetings before the regular chapter dinner meetings with specific topics outlined.

## GENERAL TOPICS OF DISCUSSION

The following topics were discussed in the meeting for informational purposes:

- n/a

## ACTIVE SUBCOMMITTEES

Charter	Members
Strategic Planning Committee	Robert - Sharon, Luis
K-12 Project Management Program Committee	Robert - Tim Golden, Director
Discretionary Spending by the Board	Jim Dedie - Robert, Luis
Online Voting Committee	Robert - Luis, Christina
AVP Committee	Sharon
Public Library Donation Committee	Christina - Sharon
Region 5 Leadership Meeting 2007 Committee	Jim - Sharon