

**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, April 5, 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, Jan Beach, Sally Deering and Renee Symons – Quorum Present

**AGENDA**

- Open Meeting** Review & Approve Meeting Agenda and previous Meeting Minutes
- New Business**
  - Region 5 Budget Request / President’s Call
  - Sponsorships for Region 5 Leadership Meetings
  - Student Section
  - Online Registration System vs. Online Store
  - Multiple Meeting Board Coverage
- Old Business**
  - Policies Update Project
  - Electronic Voting Project
  - Outreach (West End Pilot May – July)
  - Strategic Planning Meeting May 20th
  - Region 5 Leadership Update '07
  - Charter Renewal / Tax Filings
- Officer Reports**
- Review Key Upcoming Dates**
  - April 19, 2006 Chapter Dinner Meeting
  - April 22, 2006 – Spring PMP Certification Seminar Session #1
  - April 29, 2006 – Spring PMP Certification Seminar Session #2
  - May 6, 2006 – Spring PMP Certification Seminar Session #3
  - May 3, 2006 – Board Meeting
  - May 3, 2006 – 2<sup>nd</sup> Annual PMI Golf Tournament
  - May 18, 2006 – Chapter Dinner Meeting (West End – The Place)
  - May 3 – Golf Tournament

**Adjourn Meeting**

**ACTION ITEMS**

Action Item	Responsible Party	Deadline
<a href="#">Food for Next Board Meeting</a>	Sally	5/3/06
Robert to provide high-level milestones for Electronic Voting project	Robert	4/12/06
Post new Policies and Procedures document to SharePoint	Sharon	5/3/06
Provide feedback on Policies and Procedures document	All	5/1/06
Write blurb for each 30-Minute Project Manager sessions	Jim	4/15/06
Draft Policy of Higher Education Support from the Chapter	Jan, Renee	5/1/06
Draft Business Plan for Chapter Online Store	Luis, Robert	5/1/06
Draft Policy for Board Coverage of All Chapter Events	Sally, Jim, Sharon	5/1/06

ACTION ITEMS		
Action Item	Responsible Party	Deadline
Write Newsletter Article for Electronic Voting Project Details	Robert	4/12/06
Write Newsletter Article for West End Pilot Details	Sally	4/12/06
FEEDBACK ON POLICIES TO SHARON	ALL	5/1/06
Write website text for Certification Placemats	Cliff	5/3/06

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: <ul style="list-style-type: none"> <li>n/a</li> </ul>

GENERAL TOPICS OF DISCUSSION
The following topics were discussed in the meeting for informational purposes: <ul style="list-style-type: none"> <li>n/a</li> </ul>

ACTIVE SUBCOMMITTEES	
Charter	Members
Strategic Planning Committee	Robert - Sharon, Luis
K-12 Project Management Program Committee	Robert - Tim Golden, Director
Online Voting Committee	Robert - Luis, Christina, David Harry, Susan Richardson
AVP Committee	Sharon
Public Library Donation Committee	Christina - Sharon
Region 5 Leadership Meeting 2007 Committee	Jim - Sharon