

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, January 3, 2007, 6:00 p.m.
Genworth – Building 2

ATTENDEES & QUORUM STATUS

Voting: Jim Hayden, Sharon Robbins, Christina Morgan, Luis Naranjo, Geoff Rollins, Bethany Bryans, Sally Deering, Betty Jane Hughes, Marshall Shelton, and Cliff Vaught – Quorum Present

AGENDA

Open Meeting Review & Approve Meeting Agenda and previous Meeting Minutes

New Business
Transition Status / Planning
Volunteer PDU Policy
R5 President's Call Update
Conflict of Interest / Contract Forms
Postage Management
Changes to Badges

Old Business
Volunteer Recognition Meeting Status
By Laws
January 2007 Leadership Meeting
Update Budget for 2007 / Proposal
Library Donations
CapitalOne Road show
Guest Passes
Borders Discount Card

Officer Reports

Review Key Upcoming Dates

January 9, 2007 – Road show Presentation at Capital One
January 18, 2007 – THURSDAY in Innsbrook – Chapter Dinner Meeting and Annual Volunteer Recognition Dinner
January 19-20, 2007 – Region 5 Leadership Meeting in Williamsburg, VA
February 7, 2007 – Board Meeting
February 12, 2007 – Newsletter Articles Due to Communications Committee
February 15, 2007 – West End Chapter Dinner Meeting
February 21, 2007 – Southside Chapter Dinner Meeting
March 7, 2007 – Board Meeting
March 15, 2007 – West End Chapter Dinner Meeting
March 21, 2007 – Southside Chapter Dinner Meeting

Adjourn Meeting

ACTION ITEMS

Action Item	Responsible Party	Deadline
Food for Next Board Meeting	Sally	2/7/07
Admin rights to Cvent	Geoff	2/7/07

Add program flyers to web site	Geoff	2/7/07
Invite Past Presidents to January dinner	Jim	1/5/07
Review 2007 Budget	All	2/7/07
Research the process for new badges	Luis	2/7/07
Research the possibility of a new mail process	Cliff	2/7/07
Review the Volunteer PDU proposal	All	2/7/07

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 completed the "to-do" list for the Volunteer Recognition event.
- Board voted on the new guest pass layout.
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GENERAL TOPICS OF DISCUSSION

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

- The Board discussed how to distribute PDUs for volunteers.
- The Board discussed having 3 separate types of badges, one for each category of a committee.

ACTIVE SUBCOMMITTEES

Charter	Members
AVP Committee	Sharon - Jim, Sally
Region 5 Leadership Meeting 2007 Committee	Jim - Sharon
Volunteer Recognition Committee	Tilithia - Sally, Sharon, Robert, Bethany, Marshall, Christina, Luis