

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, December 5, 2007, 6:00 p.m.
Genworth – Building 1

ATTENDEES & QUORUM STATUS

Voting: Sharon Robbins, Christina Morgan, Geoff Rollins, Luis Naranjo, Betty Jane Hughes, Marshall Shelton, Bethany Bryan, Cliff Vaught, Sally Deering, Jennifer Perrin – Quorum Present

AGENDA

Open Meeting Review & Approve Meeting Agenda and previous Meeting Minutes
New Business Region 5 Symposium - Volunteers
 Region 5 Leadership Meeting
 2007 Wrap-up / Lessons Learned

Old Business **Member renewals**
 PMI Non-CVC mailing / Communications
 Renewal effort
 Volunteer Recognition Meeting / Vol. of the Year
 Storage Unit
 RJEC Dues
 Transition Meeting

Officer Reports Membership – Very successful Prof Dev seminar
 Pres. Elect – Need to finish procedures
 Communications – Submit Newslette data by 12/15/07

Review Key Upcoming Dates
 Jan 02, 2008 – Chapter Board Meeting
 Jan 17, 2008 – West End Chapter Dinner Meeting
 Jan 25-16 2008 – Region 5 Conference

Adjourn Meeting

ACTION ITEMS

Action Item	Responsible Party	Deadline
Food for Next Board Meeting.	Bethany	12/05/07
Feedback on renewal campaign to Luis.	Board	12/07/07
Provide Communications with Jan. dinner event flyers.	Sally	12/01/07
Submit names of volunteers to Jennifer.	Board	12/08/07
Share Point procedure	Geoff	01/02/08

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
PMI Global has hired a 3 rd party to cold call former chapter members asking them to renew and asking them for a credit card.	

DECISIONS

The following decisions were made or discussed in the meeting:

- Board will pay \$100 to remain members of RJEC for 2008.

GENERAL TOPICS OF DISCUSSION

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

- Reasons why renewals are low. New memberships are strong, renewals need to be addressed.
- Volunteer of the Year was selected by the board.
- Storage unit fees will be part of the President's Budget for 2008.
- Transition meeting scheduled for Dec. 8th.

ACTIVE SUBCOMMITTEES

Charter	Members
Volunteer Recognition	Jennifer, Sharon, Christina