

CVC Mission: To serve the professional interests of chapter members by enhancing expertise through project management education and training, supporting PMI certifications, and promoting association with other project management



Meeting Minutes

PMI CENTRAL VIRGINIA CHAPTER - BOARD OF DIRECTORS

Wednesday, May 6, 2009, 6:00 p.m.
Virtual meeting

ATTENDEES & QUORUM STATUS

Voting: Christina Morgan, Debbie Corbet-Cooper, Bernie Hill, Sharon Robbins, Jim Robbins, Jane Newell, Joyce Glady, Bethany Bryans – Quorum Present; also attending - Robert Berlin, Jim Dedie, Randy Sleeth

AGENDA

Open Meeting:	Review & Approve Meeting Agenda
	Review & Approve Prior BoD Meeting Minutes
Old Business:	Award Application
	2010 Elections
New Business:	Joint Research Project VCU & PMI CVC
	Scholarship Endowment Update
	June Meeting venue
	Revisit date and time of regular Board meeting
	Charlottesville survey visibility
	Host migration timeframe
Review Committee Reports:	1. Certification
	2. Communications
	3. Finance
	4. Marketing
	5. Membership
	6. Professional Development
	7. Programs
	8. Volunteerism
	9. Past-President
	10. President-Elect
	11. President
Review Action Items:	

Adjourn Meeting	
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ACTION ITEMS

Action Item	Resp	Deadline		
Update sharepoint calendar with the dates your team uses the conference line.	All Board members	ongoing		
Send list of people to call for election to Sharon and Debbie.	Christina	6/3/09		
Gain Board input to identify next steps for PMI CVC and VCU research effort.	Sharon	6/3/09		
Develop recommendation and cost for scholarship endowment. Present at Board meeting.	Ed & Joyce	6/3/09		
Confirm location of next Board meeting – Capital Ale in Innsbrook?	Debbie	5/25/09		
Put Charlottesville survey announcement on website in the highlights section. Robert to provide announcement to Communications committee.	Robert & Jim	6/3/09		
Implement Membership FAQ page on the website.	Jim	6/3/09		
Determine process to apply golf tournament cancellations	Ed & Joyce	6/3/09		
Send current volunteer list to Sharon	All Board	6/3/09		
Modify meeting addendum to accommodate volunteer tracking	Debbie & Sharon	6/3/09		
Provide job description for PMO LIG Chair to Sharon	Bernie	6/3/09		

QUESTIONS / ISSUES

Question / Issue	Approach / Resolution
Should PMI CVC support VCU with research proposal?	Yes, as long as the support fits the “required criteria”. The Board was cautioned that it needs to act consistently for this type of support.
When can the PMI CVC website be migrated from Earthlink to BlueHost? It may require up to 3 days for the transfer to be completed.	It needs to be moved during a quiet time. The Board agreed upon early August.
When can Shaprepoint be migrated to Epiware?	Board indicated any time. It will require the use of a URL until the website is also migrated.

DECISIONS

Previous meeting minutes were not available so were not approved, and will be addressed at the next Board meeting. Meeting agenda for this meeting approved.

Board approved pursuing the joint PMI CVC / VCU research project.

GENERAL TOPICS OF DISCUSSION

Component of the Year Award was submitted last week. Sharon suggesting looking into the individual awards when the next Component Awards package is released to determine if PMI CVC has chapter members that should be submitted to those awards. Bernie recommended sending this request to the members to gain their input.

Emails were sent to volunteers to solicit nominations for the 2010 elections. So far Christina has received only 2 nominations (1 for VP Certification, 1 for VP Programs). Additional assistance is requested to solicit for more nominations - in committee meetings, calling potential volunteers.

Dr. Sleeth proposed a joint PMI CVC / VCU research project, needing about 200 chapter members to provide information. There are two possible ways to collect this information - (1) survey, (2) laboratory study. The Board had an extensive discussion regarding the use of surveys with our members, but voted to pursue the joint research project. Criteria must be established / met for these types of joint projects so that proposals presented to PMI CVC are evaluated equally.

The gold tournament has advertised profits will be provided to the Elizabeth Murray scholarship. Ed & Joyce will review whether we have followed through on our commitment, and will provide a recommendation at the next Board meeting. We also discussed that we will not donate funds to this scholarship in the future without further Board discussion.

The golf tournament may not meet the minimum requirements for the May event. Ed is looking into rescheduling for a fall event.

The Charlottesville meet and greet will be delayed. The outreach committee is currently surveying the members that live / work in the area to see their interests. Robert will also launch a calling campaign to contact members for additional information.

Migration from Earthlink to BlueHost may take up to 3 days to have the domain name replicated to all servers. This requires a "quiet period" where the website can be unavailable.

ACTIVE SUBCOMMITTEES

Charter	Members
4 th Edition PMBOK Revisions Committee	Sharon Robbins, Kristen Baker, Betty Jane Hughes, and a lot of other people.
Nominations Committee	Christina Morgan, Debbie Corbet-Cooper, Sharon Robbins, Jim Dedie
Career Workshop Committee	Jane Newell, Suzanne Schimmel, Harvey Summers