



## **Meeting Minutes – Board of Directors**

*Date of Meeting:* Thursday – January 4, 2007  
*Location:* Teleconference  
*Time:* 4pm – 5:15pm  
*Present:* Jonathan Myerov, Paula Grey, Lisa Payne, Mike McKenzie, Gregg Kulichik, Paul Heintel, Tim Nason, and Beth Goonan. Paul Ainsworth did not attend.

*Next BOD Meeting:* January 18, 2007, 4:00pm, Online

-----

### **I. Discussion**

- Access to Chapter bank account. Need to contact Amy Bennington and coordinate change of Chapter Treasurer
- Consider use of available software program to manage membership list
- Proceed with Web Site design once bank account issue is resolved
- Possible need for a larger general meeting site if membership grows as planned
- Creation and distribution of a membership survey to provide insight on needs and desires:
  - Interests
  - Meeting locations
  - Program topics
  - Why members do not attend meetings
  - Description of what are our members actually do at work – not their job titles
- Need for an Event Planner
- Reach out to other APMP chapters for advice
- Plan for a solid September meeting larger in scope than the January meeting
- Possible program topics
  - Ethics questions
  - Work exit strategies
- Need for extended face-to-face BOD meetings

### **II. Actions**

- Paula to contact Amy and switch Chapter bank account
- Once RSVPs have been received, Mike to provide count to Lisa for food ordering
- Jon to forward next meeting attendance data to APMP National to solidify Chapter status and qualify for money
- Tim/Lisa to put together short survey to send to member list to determine interest, location etc. Tim to bring forms to January 11 meeting.



**APMP Nor'easters**  
*Keeping New England Proposal Efforts on a Winning Course*

**IV. Decisions**

- Agreed to continue bi-monthly BOD telecom meetings
- Agreed to have next BOD meeting on January 18<sup>th</sup> at 4:00pm
- Agreed to have extended face to face BOD meetings on alternating months – probably on a Saturday or Sunday

**V. Agenda for next BOD meeting**

- Finance Status
- Progress on Web site (or if site has been posted by the next meeting maybe we can review in advance and offer feedback)
- Feedback of Survey
- Plans for March and our big September Event!