



Meeting Minutes – Board of Directors

Date of Meeting: Thursday – April 5, 2007
Location: Teleconference
Time: 4:00pm – 4:45pm
Present: Beth Goonan, Paula Grey, Paul Heintel, Gregg Kulichik, and Jonathan Myerov
Absent: Paul Ainsworth, Mike McKenzie, Tim Nason, and Lisa Payne

Next BOD Meeting: April 12, 2007, Time 4:00pm, Online

| Nor'easters Board of Directors | |
|---------------------------------------|--|
| Position | Chair |
| President | Jon Myerov |
| Membership | Tim Nason, Lisa Payne |
| Programs | Paul Ainsworth, Beth Goonan, Mike McKenzie |
| Secretary | Paul Heintel |
| Treasurer | Paula Grey |
| Web/Publicity | Gregg Kulichik |
| President Emeritus (non voting) | Gary Crosby |

Topics Discussed

- May membership meeting
- Chapter sponsorship
- Fall conference
- Member forum

Discussions

May membership meeting

Jay Herther (BAE Systems) will be our featured presenter for the May meeting, which is being switched to May 3rd to accommodate Jay's schedule. The meeting will be held at the BAE Systems facility in Lexington, MA. Shipley Associates will provide the food for the meeting.

Chapter sponsorship

Gregg discussed the sponsorship package offered by the National Capital Area Chapter (NCAC) of APMP. NCAC offers a single sponsorship package for \$500 per year. The package provides sponsors with \$820 in total benefits. Gregg has prepared a one-page sheet describing benefit packages Nor'easters could offer sponsors and will send the sheet to the BOD for review and comment.



Fall conference

Conference Venue – Jon and Beth will continue this activity. They will investigate possible venues near Nashua, NH; Westford, MA; and Waltham, MA.

Tentative Conference Schedule – After discussion, the BOD decided upon a conference presentation format of six presentations and a panel discussion. Six presenters will provide an ample range of topics to interest members and encourage attendance. Welcoming remarks and Panel discussion will be held in the main meeting room. The other presentations will be held in smaller discussion rooms.

It was agreed to use part of the lunch time to recognize participating vendors.

| Tentative Conference Schedule | | |
|--------------------------------------|---|--|
| Time | Activity | |
| 8:00 – 9:00 | Registration | |
| 9:00 – 9:30 | Chapter President’s welcome and opening remarks | |
| 9:45 – 10:45 | Presentation A – including questions and answers | Presentation B – including questions and answers |
| 11:00 – 11:45 | Presentation C – including questions and answers | Presentation D – including questions and answers |
| 12:00 – 1:30 | Lunch and vendor recognition | |
| 1:45 – 2:45 | Presentation E – including questions and answers | Presentation F – including questions and answers |
| 3:00 – 4:30 | Panel Discussion with three panel members and a moderator. Each panel member allowed 20-25 minutes to present, followed by questions/discussion | |
| 4:30 – 4:45 | Closing | |
| 4:45 – 6:00 | Happy Hour | |

Presentation topic areas – Paula will continue to collect and collate the recommendations from the BOD for suggested presentation topics and a conference theme.

Members forum

Five people have registered for the forum: one from MA, one from NH, and three from outside the New England area. To keep the forum lively, it was recommended that forum moderators periodically start new topics on their respective forums

Actions

- Gregg to send sponsorship price/benefits sheet to the BOD
- Gregg to send Beth a previous meeting announcement flyer as a model for the May meeting flyer
- Paula to collect and consolidate BOD suggestion for conference topics
- Jon and Beth to pursue possible venue location



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

- Gregg to follow-up with BJ Lownie regarding having accreditation training in conjunction with the Nor'easters Fall Conference