



Meeting Minutes – Board of Directors

Date of Meeting: Thursday – April 10, 2008
Location: Teleconference
Time: 4:00pm – 4:30pm
Present: Beth Goonan, David Hawkins, Paul Heintel, Jon Myerov
Absent: Keith Cromack, David Hawkins, Gregg Kulichik, Tim Nason, Lisa Payne

Next Meeting, April 24, 2008, Time 4:00pm, Telecon

Position	Chair
President	Jon Myerov
Membership	Tim Nason
Programs	Beth Goonan
Secretary	Paul Heintel
Treasurer	Lisa Payne
Web/Publicity	Gregg Kulichik
Symposium	David Hawkins
Sponsorship	Keith Cromack

Topics Discussed

- May Chapter Meeting
- Fall Symposium
- Chapter Newsletter
- Linked In

Discussions

May Chapter Meeting

Meeting Date

After considering alternative date, it was decided to move the May meeting to May 15th. The move will provide more time to organize the meeting, especially contacting potential round table participants.

Round Table Topics

Proposal Reviews will be the primary round table topic, with a special emphasis on adapting industry best practices to individual proposal groups. Jon will contact BOD members to solicit their views.

Fall Symposium

Symposium Date

The BOD discussed alternative dates for the Symposium. Because of the need to work around religious holidays and allow for our sponsor's schedules, we may need to hold the Symposium sometime after the Fall. The BOD will continue to discuss this matter.



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

Symposium Topics

Oral proposal presentations and dealing with electronic proposal submissions that must be sent through procurement websites were discussed as possible Symposium topics.

Chapter Newsletter

Release Date

The Newsletter will be sent to the membership on April 22nd.

Content

David will interview Leslie Talbot about proposal references as part of the anchor Newsletter article. This was part of the presentation she gave at the March Chapter meeting. Leslie will also provide proposal "tips" to be included in the newsletter. These will be about a paragraph long.

Linked In

Usage

The Chapter Linked In site is being used. About nine members have signed on to date.

Action Items

- Jon to contact BOD about the Proposal Review topic for the May meeting
- BOD to contact potential leads for the round table at the May meeting
- David to interview Leslie Talbot for the Chapter Newsletter