



Meeting Minutes – Board of Directors

Date of Meeting: Thursday – April 19, 2007
Location: Teleconference
Time: 4:00pm – 5:10pm
Present: Beth Goonan, Paula Grey, Paul Heintel, Gregg Kulichik, Jon Myerov, and Tim Nason
Absent: Paul Ainsworth and Mike McKenzie.

Next BOD Meeting: April 26, 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
- Chapter Bank Account
- Chapter Webinar

Discussions

May membership meeting

Because of security requirements, Lisa Payne (Membership Chair) will not be able to bring her laptop into the BAE Systems building. Consequently, she will be unable to present her Share Point demonstration. The demonstration may be given as a Webinar at some future date.

Jon Myerov (Chapter President) will purchase and deliver the refreshments to the May 3rd Membership Meeting. He will ask Paul Ainsworth (Programs Chair) to make a check out to APMP for purchasing the refreshments.



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Chapter sponsorship

Discussed various sponsorship levels, especially how they various benefits could be combined and simplified. Also discussed the need to have firm cost numbers for the Fall Conference before final sponsorship benefits can be quantified.

Fall conference

Conference Venue – Jon and Beth will continue this activity. Beth hopes to have some pricing numbers from the Sheraton in Nashua, NH for the April 26th BOD meeting.

Tentative Conference Schedule – Agreed to go with the schedule below for now. The presentations will not necessarily be given in the order shown.

Tentative Conference Schedule			
Conference Theme: Getting to First Place			
Time	Activity		
8:00 – 9:00	Registration		
9:00 – 9:30	Chapter President's welcome and opening remarks		
9:45 – 10:45	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Presentation A Getting Maximum Quality in Minimum Time </td> <td style="width: 50%; vertical-align: top;"> Presentation B Combating Incumbent-it is – Overcoming Overconfidence in Your Sales/Proposal Team </td> </tr> </table>	Presentation A Getting Maximum Quality in Minimum Time	Presentation B Combating Incumbent-it is – Overcoming Overconfidence in Your Sales/Proposal Team
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11:00 – 11:45	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Presentation C How Good is Your Competitive Intelligence? – Finding, Verifying and Validating Information </td> <td style="width: 50%; vertical-align: top;"> Presentation D Collaborative Tools for Geographically Distributed Teams/ Maximizing Communications/Collaboration in Geographically Distributed Teams </td> </tr> </table>	Presentation C How Good is Your Competitive Intelligence? – Finding, Verifying and Validating Information	Presentation D Collaborative Tools for Geographically Distributed Teams/ Maximizing Communications/Collaboration in Geographically Distributed Teams
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12:00 – 1:30	Lunch and vendor recognition		
1:45 – 2:45	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Presentation E Advancing Your Career: APMP Professional Accreditation Program Overview </td> <td style="width: 50%; vertical-align: top;"> Presentation F Claiming Your Seat at the Table (Discussion of whether proposal managers are part of the leadership team and if not, how to get there) </td> </tr> </table>	Presentation E Advancing Your Career: APMP Professional Accreditation Program Overview	Presentation F Claiming Your Seat at the Table (Discussion of whether proposal managers are part of the leadership team and if not, how to get there)
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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 Panel members will speak about their own proposal experiences		
4:30 – 4:45	Closing		
4:45 – 6:00	Happy Hour		

Conference Speakers – Discussed various ways of recruiting conference speakers, including polling the membership and seeking recommendations from the BOD. Speakers will be asked to provide an abstract of their presentation. Subject will be discussed at the May 3rd meeting.



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Chapter Bank Account

Citizens Bank still will not allow Paul Grey (Chapter Treasurer) to sign Chapter checks. Only the Chapter President can do so now. Paula will call Amy Bennington (Past Chapter Treasurer) to resolve this issue.

Chapter Webinar

Discussed hosting a lunch time Webinar on the use of Share Point. Lisa Payne would present the Webinar. The BOD would review the Webinar before offering it to the Chapter membership.

Actions

- Paula to contact Amy Bennington to resolve the check signing issue with Citizens Bank
- Jon to obtain a check from Paul Ainsworth for refreshment expenses for the May 3rd Membership Meeting
- Tim to send welcome message to new members
- Jon and Beth to pursue possible venue location
- Tim/Lisa to send additional May 3 meeting email reminders to members (2 weeks out, 1 week out)
- Gregg to send the BOD a revised version of sponsorship/advertising opportunities sheet prior to next week's BOD call