



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

Meeting Minutes – Board of Directors

Date of Meeting: Friday – April 27, 2007
Location: Teleconference
Time: 4:00pm – 5:10pm
Present: Beth Goonan, Paula Grey, Paul Heintel, Gregg Kulichik, and Jon Myerov
Absent: Paul Ainsworth, Mike McKenzie, Tim Nason and Lisa Payne

Next BOD Meeting: May10, 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
- July Meeting

Discussions

May membership meeting

Jon Myerov (Chapter President) has not yet received a check from Paul Ainsworth (Programs Chair) for the meeting's food cost. If the check does not arrive in time, the Chapter will pay for the food.

Jay Herther (BAE Systems) will be the featured presenter and will speak about the BAE proposal process. Jay expects a number of BAE Systems people to attend the meeting.

The meeting agenda will include a call for Fall Conference presentations. Because the Chapter meeting is being held on Thursday, the next Board of Director's meeting will be held on May 10.

The Fall Conference will be announced at the meeting.



Chapter sponsorship

Gregg Kulichik (Web/Publicity Chair) has revised the tentative sponsorship benefits sheet. Alternative descriptions were discussed, and Gregg will make a further revision to the sheet. .

Fall conference

Conference Venue – Jon and Beth Goonan (Programs Chair) have received a quote from the Sheraton in Nashua, NH They are waiting for a quote from a hotel in Westford, MA. The Sheraton quote appears to be reasonable and includes 2 breakout rooms, a coffee break, lunch, and an afternoon break.

Conference Schedule -

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	Presentation A Getting Maximum Quality in Minimum Time	Presentation B Combating Incumbent-it is – Overcoming Overconfidence in Your Sales/Proposal Team
11:00 – 11:45	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
12:00 – 1:30	Lunch and vendor recognition	
1:45 – 2:45	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)
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 Date – Possible dates were discussed as well as how the date could affect the presenters.

Conference Speakers –Subject will be discussed at the May 3rd meeting.



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Conference Fee – Various fees and fees schedules were discussed, particularly how the fee could affect attendance. It was agreed that the BOD needed to determine total conference costs before a conference fee could be agreed to. Gregg will contact other APMP Chapters and determine what they charge for their conferences.

July BOD Meeting

The possibility have conducting a Webinar was discussed.

Actions

- Gregg to revise Sponsorship sheet
- Jon to finalize food arrangement for the May 3rd meeting
- Jon and Beth to pursue possible venue location
- Tim/Lisa to send additional May 3 meeting email reminders to members
- Gregg to contact other APMP Chapters about their conference fees