



**Meeting Minutes – Board of Directors**

*Date of Meeting:* Monday – April 28, 2008  
*Location:* Teleconference  
*Time:* 4:00pm – 5:00pm  
*Present:* Beth Goonan, Paul Heintel, Gregg Kulichik, Jon Myerov, Lisa Payne  
*Absent:* Keith Cromack, David Hawkins, Tim Nason

*Next Meeting:* Thursday - May 8, 2008, Time 4:00pm, Telecon

<b>Position</b>	<b>Chair</b>
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
- Next BOD Meeting
- APMP National Conference
- APMP Accreditation

**Discussions**

**May Chapter Meeting**

*Meeting Venue*

Lisa has sent a check to the Westford Regency to reserve a meeting room for the May 15<sup>th</sup> chapter meeting. Beth will follow up with the Regency regarding the menu. The dinner entre choices will be chicken cordon bleu and baked haddock.

*Meeting Announcements*

Jon will modify the text for the meeting announcement and send it to the BOD for comment. Gregg will change the meeting flyer, chapter website, and meeting registration page. Tim will send out the announcement on Tuesday, April 29 by COB.

*Round Table Moderator*

The BOD agreed to seek a non-BOD moderator for the meeting. Jon agreed to contact Neal Macarchuk about the role.

*Round Table Support Materials*



## **APMP Nor'easters**

*Keeping New England Proposal Efforts on a Winning Course*

A whiteboard and projector will be use to support the round table.

### *Meeting Raffles*

Sales Edge and the Nor'easters will donate raffle prizes. The Nor'easters prize will be a copy of the Shipley Proposal Guide.

### **APMP National Conference**

#### *Meeting Venue*

Jon needs to know how many chapter members will attend the conference to determine if the chapter will have a table at the conference.

### **APMP Accreditation**

#### *BOD Accreditation*

Jon wants to speak to APMP about some type of discount for BOD members seeking accreditation.

## **Action Items**

- Jon to contact Neal Macarchuk about acting as the Round Table moderator for the May 15<sup>th</sup> chapter meeting.
- Beth to follow up with the Westford Regency about the May 15<sup>th</sup> chapter meeting.
- Gregg to modify the chapter web site to reflect the latest chapter meeting information.
- Tim to send chapter meeting announcement to the membership.
- Lisa to obtain copy of the Shipley Proposal Guide for the chapter raffle prize.