



**Meeting Minutes – Board of Directors**

*Date of Meeting:* Thursday – May 10, 2007  
*Location:* Teleconference  
*Time:* 4:00pm – 4:30pm  
*Present:* Beth Goonan, Paula Grey, Paul Heintel, Tim Nason, and Jon Myerov  
*Absent:* Paul Ainsworth, Mike McKenzie, Gregg Kulichik and Lisa Payne

*Next BOD Meeting:* May17, 2007, Time 4:00pm, Online

<b>Nor'easters Board of Directors</b>	
<b>Position</b>	<b>Chair</b>
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**

- Webinar
- Fall Conference “Getting to First Place”
- BOD Expansion
- Face-to-Face BOD Meeting

**Discussions**

**Webinar**

Jon Myerov (Chapter President) wanted to discuss this, but our expert in this area - Lisa Payne (Programs Chair) - could not attend today’s meeting. Jon will contact Lisa about the Webinar.

**Fall Conference – “Getting to First Place”**

*Conference abstracts* – Paula Grey (Treasurer) has the master copy of the Call for Abstracts. After some discussion, the BOD agreed to send out the Call for Abstracts to Nor’easters chapter members referencing a tentative late September date and a tentative Westford, MA venue. Paula will collect the responses, and forward them to the rest of the BOD for review and selection. Jon asked the BOD to keep in mind non-Nor’easters members as possible presenters.

*Registration fee* – This was discussed with reference to the fee amount, how it was to be collected, and when it was to be collected. It was agreed that it is still too early to determine these. As a start, the BOD



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

is considering an \$85 as the preregistration fee (if we can do pre-registration, esp. online), then moving up to \$95.

*Conference venue* – Beth Goonan (Programs) expects this to be resolved this month. Beth and Jon will schedule a visit to the Westford venue.

**BOD Expansion**

Jon asked the BOD to consider adding two additional positions to the BOD: a Sponsorship Chair and a Fall Event Chair. The Sponsorship Chair would actively manage relations between sponsors and the chapter, and solicit companies to become Nor'easters sponsors. The Fall Event Chair would concentrate on the many things needed for a fall event. The BOD agreed to pursue this.

**Chapter By Laws**

Jon said he would concentrate on these and complete them by the end of the month.

**Conference Schedule -**

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



<b>Tentative Conference Schedule</b>	
<b>Conference Theme: Getting to First Place</b>	
<b>Time</b>	<b>Activity</b>
4:45 – 6:00	Happy Hour

### **Actions**

- Jon to contact Lisa about the Webinar
- Jon and Beth to visit the potential conference site in Westford, MA
- Paula to send out the Call for Abstracts and collect responses
- Paula to forward responses to Call for Abstracts to BOD for review
- Jon to complete Chapter By Laws