



Meeting Minutes – Board of Directors

Date of Meeting: Thursday – September 20, 2007
Location: Teleconference
Time: 4:00pm – 4:45pm
Present: Beth Goonan, Paul Heintel, Jon Myerov, Tim Nason, Lisa Payne
Absent: Paul Ainsworth, Paula Grey, Gregg Kulichik

Next Meeting, October 4, 2007, Time 4:00pm, Online

Position	Chair
President	Jon Myerov
Membership	Tim Nason, Lisa Payne
Programs	Paul Ainsworth, Beth Goonan
Secretary	Paul Heintel
Treasurer	Paula Grey
Web/Publicity	Gregg Kulichik
President Emeritus (non voting)	Gary Crosby

Topics Discussed

- Fall Symposium “Getting to First Place”

Discussions

Fall Symposium – “Getting to First Place”

Symposium Registration Numbers – We have 49 registrations total.

Presentation Materials

- Proposal Café – Sent a copy of *Proposal Writing: The Art of Friendly and Winning Persuasion* for a raffle item. The give away items and corporate flyers are being sent this week.
- APMP – Sent a copy of *The Jelly Effect* for a raffle item.
- Proposal Software – Sent give-a-way items and flyers.
- XR Solutions – Sent give-a-way items and sales sheets
- Mimeo – Will provide discount coupons

Signage

Jon will create signage for the Symposium to mount on an easel in the meeting area

Pre-Symposium Meeting at ENSR

The BOD will meet on Tuesday 9/25 at 4:00pm in the ENSR facility to prepare the give-a-way bags and review assignments and procedures

Last Call for Registrations

We will make our last call for registrations on Friday 9/21.



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

Actions

- Lisa to send PowerPoint file to Jon for creation of signage
- Jon to prepare signage
- Lisa to purchase give-a-way bags and certificate frames
- BOD to meet at ENSR for preparation of give-a-way bags and review of activities
- Beth to finalize food arrangements with venue