



Meeting Minutes – Board of Directors

Date of Meeting: Thursday – November 01, 2007
Location: Teleconference
Time: 4:00pm – 4:45pm
Present: Beth Goonan, Paula Grey David Hawkins, Paul Heintel, Jon Myerov, Tim Nason
Absent: Gregg Kulichik, Lisa Payne

Next Meeting, November 15, 2007, Time 6:30pm, Face-to-face at a venue to be determined

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

Topics Discussed

- January Chapter Meeting
- Open BOD Positions
- Next BOD Meeting
- Chapter By Laws
- Chapter Linkedin Setup
- Spam Issue
- Conference Call Code Change
- Chapter 2008 Symposium Theme
- Chapter Presentation at 2008 APMP Symposium

Discussions

January Chapter Meeting

Venue

The Regency in Westford has been unresponsive to our request for information about hosting Nor'easters Chapter meetings on a regular basis. Beth will contact them about holding the January Chapter meeting. In the meantime, BOD members will consider alternative venues.



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Speaker

We will attempt to reschedule Stu Rabinow of Information Mapping, Inc. as our featured speaker for the January 10th Chapter meeting. If he is available, we will ask that he break his presentation into two parts. One will be for newer less experienced proposal professionals and the other for more seasoned professionals. If possible, the two parts would correspond to the APMP certification levels. The BOD will consider alternative speakers should Stu be unavailable.

Meeting Notification

A meeting announcement will be posted on the Chapter website and an e-mal message sent to the membership by the end of next week.

Meeting Fee

The BOD will explore using credit card payment via the Chapter website as a means for members to pay the dinner fee for the meeting should we use the Regency or other venue charging a fee for dinner.

Open BOD Positions

We will post the open BOD positions on the Chapter Internet site and send an e-mail to the membership announcing the positions.

Next BOD Meeting

We will have a fact-to-face meeting BOD meeting on November 15th beginning at 6:30pm. Paula will select the venue.

Chapter By Laws

Jon will complete the by laws by the end of next week.

Chapter LinkedIn Setup

There was some discussion about how to accomplish this. David will contact Gregg about how this might be done.

Spam Issue

There has been spam coming to BOD members apparently via the Chapter Internet site. We will see if there is an easy way to stop this.

Conference Call Code Change

Jon will have a new conference call code beginning tomorrow. He will send the new to the BOD when he gets it.

Chapter 2008 Symposium Theme

The BOD will consider themes for the 2008 Symposium and discuss them at the next BOD meeting.

Chapter Presentation at 2008 APMP Symposium

David suggested that after we choose a 2008 Symposium theme and consider presenting the theme as a White Paper at the APMP Symposium next year.

Actions

- Jon to call Stu Rabinow about giving a two-part presentation at the January Chapter Meeting
- Beth to contact the Regency in Westford about hosting the January Chapter Meeting



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- BOD to consider alternative venues and presentation subjects for the January Chapter Meeting
- Paul to contact Lisa about using credit card payment via the Chapter website for the membership to pay and required dinner fee
- Gregg to post open BOD position announcement on the Chapter Internet site
- Tim/Lisa to send open BOD position announcement to the membership via e-mail
- Jon to complete Chapter By Laws
- Dave to contact Gregg about connecting LinkedIn to the Chapter Website
- Gregg to check on the Spam issue
- BOD to consider themes for the 2008 Symposium
- BOD to consider presenting a White Paper on the Chapter 2008 Symposium theme at the APMP Symposium
- Jon to send out new conference code
- Paula to select venue for the November 15th BOD meeting and notify BOD