



## **Meeting Minutes – Board of Directors**

*Date of Meeting:* Tuesday – December 5, 2006  
*Location:* Teleconference  
*Time:* 5pm – 6:15pm  
*Present:* Jonathan Myerov, Paula Grey, Lisa Payne, Mike McKenzie, Gregg Kulichik  
(5 out of 9 members)

*Next BOD Meeting:* January 4, 2007, TBD, Online

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### **I. Announcements**

- 2007 board members have been elected!

### **II. Discussion**

The following topics were discussed.

- Web Site development status, and costs (< \$400)
  - Basic site content is ready
  - Purchase of two pictures for web banner
  - Domain name
  - Future discussions:
    - access to resource area (password protect, user sign up to capture demographics of user, etc)
- Jan 11<sup>th</sup> chapter meeting agenda and sponsor
- Out of the 6 planned chapter meetings, possibly having two of them web based
- Call program to get in touch with current members
- What other chapters are doing and when we should plan to have a paid event
  - Social hour, dinner, paid speaker
  - Plans for a similar program for Nor'easters' meeting on May 8th
- Schedule for 2007

### **III. Actions**

- Paula and Jon will work out the details of the finances (process for gaining access to funds and who gets invoiced when purchases are made)
- As soon as finances have been addressed, Gregg can expedite the creation of the web site, which directors can review and provide feedback
- Once location has been confirmed, Mike will immediately announce the next meeting via email to all Nor'easters chapter members
  - Announce speaker with bio?
  - Options if weather does not cooperate?
  - Mention Sponsor
  - Mention door prizes



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

- Everyone should review the descriptions of the board positions
- Call plan to all existing Nor'easter members (by Tim/Lisa/Jon TBD) to bring awareness to the chapter and encourage attendance
- Jon to investigate mapping software for plotting members' work/home locations to determine optimal chapter meeting location(s) and maximize in-person attendance
- Tim/Lisa put together short survey to send to member list to determine interest, location etc.

**IV. Decisions**

- Jan 11<sup>th</sup> Meeting
  - Mike Parkinson of 24Hour Co. will present at the January 11<sup>th</sup> meeting
  - XRSolutions will sponsor the January 11<sup>th</sup> meeting
  - Tentative location of this meeting is HP (Jon will confirm)
- Schedule 2007 (bi-monthly – 2nd Thursday)
  - Jan 11
  - March 8
  - May 10
  - July 12
  - Sept 13
  - Nov 8

**V. Agenda for next BOD meeting**

- Finance Status
- Progress on Web site (or if site has been posted by the next meeting maybe we can review in advance and offer feedback)
- Feedback of Survey
- Plans for March and our big May Event!!