

Project Management Institute-Wine Country Chapter

Board Meeting Minutes, June 19, 2019

	AGENDA TOPIC/REPORT	Member Responsible	Update	Time
1	Call to Order	President	7:06	7:06 p.m.
2	Roll Call	Secretary	Missing Jennifer Cortes, Kris Everett & Jordan Mee	
3	Motion to Approve Minutes	President	Previous meeting: 5/15/2019	
4	President's & CIO Report	Mike Whitley	<ul style="list-style-type: none"> PMI Global News – last mtg cancelled nothing new – new leadership training needed for travel grant for the LIM he'll send a link MoM follow-up – room is booked – event is posted, available virtually as well; Bill Dominguez, Joycelyn and Liz Yeager want to meet in advance and Kate June 29th. Need to f/up on the succession planning; pre-engagement, smooth knowledge transfer, he's termed out at year end. Don not continuing on after 2019 but Joe – Sally interested in helping CIO Update – spoke to Gail may take on some small responsibilities – trial basis – social media and stand for election. Also wants to get a hold of Liz Yager 	7:05-7:20
5	CEO's Report & Treasurer's Report	Kris Everett & Jennifer Cortes	<ul style="list-style-type: none"> CEO Report May Financials 	7:18-7:20
6	Motion to Approve Financials	CEO	HOLD	
7	COO's Report	Don Winter/Kate O'Connor	<ul style="list-style-type: none"> Update on Meetings/other events – Pelican Inn - <u>no good</u>. Do Geysers – kate to get Joe info Wild Fox event – Kate reported Per Don Need to promote Aug. Tapas Mtg 	7:20-7:45
8	CEdO's Report	Jordan Mee	<ul style="list-style-type: none"> PDD conference plans & Speaker content review 	7:25-7:30
9	CMO	Sally Bard	<ul style="list-style-type: none"> Membership Report talked about solution for perm name badges for members; 2 choices she'll send report via email. Pls respond to Victoria on Buddies follow-up 	7:45-7:52
10	CCO	Kate O'Connor	<ul style="list-style-type: none"> Speaker Eval from Tapas & Talk 	See above
11	New Business:	ALL	<ul style="list-style-type: none"> Planning Mtg 7/13 – scheduled, need planning meeting in advance Mike to f/up maybe weekend of the 29th 	See president's section
12	Adjournment	President		7:55 p.m.

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Motions:	
Minutes	Mike forwarded and seconded by Don, approved by Kate O'Connor and Sally Bard
Financials	Hold up for this month Kris Everett & Jennifer Cortes not in attendance
Action Items:	Specifics / Responsible person (s)/ due date
	Succession Planning Meeting Scheduling – Mike Whitley In process looking for date & venue
	Mom Follow-up for Voice of the Customer planning meeting tentative date 6/29 - Mike Whitley
	Speaker Evaluations Metrics & Report for April and June – Kate O'Connor COMPLETED
	The Geysers contact and event information, introduction of John to Joe – Kate O'Connor COMPLETED