

Project Management Institute-Wine Country Chapter
Board Meeting Minutes, October 16, 2019

	AGENDA TOPIC/REPORT	Member Responsible	Update	Time
1	Call to Order	Secretary		7:08 p.m.
2	Roll Call	Secretary	Absent: Kris Everett, Jordan Mee & Don Winter. New Board Member, Gail Ferreira. Guests: Jim Thomas	
3	Motion to Approve Minutes	President	Previous meeting: 9/25/2019	
4	Membership Report	Sally Bard	Update on new name tags, need help obtaining the PMI-WCC logo – Jim Thomas to provide. Discussion of improvements with the Buddy Program; is it working? Review of September Membership report; highest ever at 319 members.	
5	President's Report	Mike Whitley	Introduction of Gail Ferreira as new CIO who is transitioning with Mike through the end of the year. Mike to support this position in 2020. Include Mike in emails to Gail. Election materials to be completed by 10/19 for President, CEo, CMO and CFO. No replacement for COO has been identified. 2 week turn-around with PMI Global. Mike states he is still working on the PMI-WCC Bylaws change with PMI Global.	
6	Treasurer's Report	Jennifer Cortes	August and September Financials, PayPal numbers have been aligned with monthly reporting of revenues. Mike needs to deposit 2 outstanding PDD checks. Current balance is \$14,401.97.	
7	Motion to Approve Financials	President		
8	CCO	Kate O'Connor	Will continue to work on the Geysers trip; need to firm up location for bus pick-up with Danielle and selection of box lunches with caterer. Mike to send email blast; should allow 2 PDUs.	
9	Adjournment	President		7:47 p.m.

Motions:	
Minutes	Motion to approve forwarded by Mike Whitley and approved by Jennifer Cortes, Kate O'Connor, and Sally Bard.
Financials	Motion to approve forwarded by Mike Whitley and approved by Jennifer Cortes, Kate O'Connor, and Sally Bard.
Action Items:	<p>Jim to provide Sally with PMI Logo for name tag printing.</p> <p>Mike: send out email blast for The Geysers event, complete work on the Elections by 10/19, complete work & finalize changes to the Bylaws with PMI Global find out how PMI's 50th Anniversary contribution of \$1000 can be used; does it need to be spent on the Xmas Party? This affects the promotion & advertising of the event.</p> <p>Kate: follow-up with Danielle at The Geysers for bus pick-up location & caterer for box lunches.</p>