

ASQ Section 0511-Northern Virginia  
SLC Meeting Agenda  
September 11, 2024

1. August 2024 Meeting Minutes approval
2. Treasurer Report
  - a. August 12 balance: \$16,166.31
  - b. Second quarterly deposit of \$890.25 received on 7/25/24
    - i. Verify basis for making allocation.
  - c. Next opportunity to put Section's excess funds into the ASQ investment program will be in September – propose allocating \$12,000 to that fund
    - i. Look into withdrawal restrictions; if no worse than quarterly, confirm.
      1. Quarterly withdrawals, can accommodate emergencies
    - ii. Review bylaws for management.
    - iii. Where is money now.
    - iv. Ken generate report by 8/26/24 for SLC review.
  - d. Propose allocating \$750 stipend for Maria Habib to attend the ASQ Audit Division Conference in Reno.
    - i. Ken to summarize current budget status and proposal and distribute by 8/19/24
    - ii. Stipend of \$500 approved by email vote on 9.3.24.
  - e. Draft Budget and Business Plan due September 15; internal draft distributed to SLC on 9.9.24.
3. Membership Report
  - a. December 2023 paid membership = 353, a 1.9% decrease from November.
    - i. Gained 17 seniors. Lost 17 full and 7 students.
  - b. January 2024 paid membership = 345, a 2.3% decrease from December.
    - i. Lost 2 seniors and 6 full members.
  - c. February 2024 paid membership = 330, a 4.3% decrease from January.
    - i. Lost 23 seniors but gained 8 full members.
  - d. March 2024 paid membership = 344, a 4.2% **increase** from February.
    - i. Lost 10 full members but gained 1 student member and 23 senior members.
  - e. April 2024 paid membership = 308, a 10.5% decrease from March.
    - i. Lost 32 full members and 4 senior members.
    - ii. Of the lost full members, 23 were pro forma
  - f. May 2024 paid membership = 307, a 0.3% decrease from April
    - i. Lost 2 student members and gained 1 full member
  - g. June 2024 paid membership = 302, a 1.6% decrease from May
    - i. Lost 2 student members and 3 full members
  - h. July 2024 paid membership = 328, an 8.6% **increase** from June
    - i. Gained 1 student, 13 seniors, and 12 full memberships.
  - i. August 2024 paid membership = 309, an 5.8% decrease from July
    - i. Gained 1 student, but lost 12 seniors, and 8 full memberships.
  - j. September 2024 paid membership = 322, a 4.2% **increase** from August

- i. Gained 1 student, 1 senior, and 11 full memberships.
  - k. Since April 2023, net loss of 16 seniors, 2 students, and 81 full members (99 total)
    - i. Still no steady-state – overall a downward trend with positive spikes.
- 4. Future Programs:
  - a. September – Report from WCQI, Maria and Barbara
  - b. October – RO: Meadowlark Botanical Gardens, Carolyn
  - c. November – RO Year in Review, Ken
  - d. December – Path to Quality/Maria Audit conference – Tentative Maria conference overview or her presentation
- 5. Officers for next year – Ken has approached/will approach the SLC members and active members (those who attend programs regularly) and will provide interim report to SLC in August.