

<b>For</b>	ASQ Section 0511 Section Leadership Committee Meeting				
<b>Location</b>	WebEx				
<b>Date</b>	8 January 2025	<b>Time</b>	6:00 – 7:00 pm	<b>Duration</b>	1 hour

**1. Section Leadership Committee Attendance**

2. Positions in **BOLD** indicate positions required for Section standing by ASQ Section Requirements
3. X indicates the person attended (\* indicates attendance by phone or electronic media)
4. Elected Leadership (*two Elected Officers present required for quorum*):

<b>Officer</b>	<b>Position</b>	<b>Present?</b>
Jeff Parnes	Chair	
Vladimir Nesterovich	Vice Chair	
Jeff Cadel	Secretary	
Muzaffar Zaffar	Treasurer	
Ken Rapuano	Past Chair	

5. Appointed Leadership (*an additional 25 percent [three] Appointed Officers present required for quorum*):

<b>Officer</b>	<b>Position</b>	<b>Present?</b>
Mike Beckner	Voice of the Customer/Treasurer elect	
Leslie Braun	Membership/Finance/Welcome	
Jo Collins	Compliance Officer/Secretary elect	
Maria Habib	Process Improvement	
Sara McAlpine	Welcome	
Barbara McCullough	Nominations	
Jeff Parnes	Electronic Media/Webmaster/ Videography	
Ken Rapuano	Programs	
Cyndi Reichardt	Database Administrator	
Edwin Videla	Arrangements	
Charlotte Wild	Audit/Welcome	
Muzaffar Zaffar	Education/Recertification	
Vacant	Historian	
Vacant	Placements	

<b>Guests</b>	<b>Position</b>	<b>Present?</b>

ASQ Section 0511-Northern Virginia

SLC Meeting Agenda

8 January 2025

1. Quorum call
2. December 2024 Meeting Minutes approval
3. SLC assignments and vacancies review
  - a. <https://docs.google.com/spreadsheets/d/1Xhp22lmxsrgmSAqEUHeR8mb3KkhyQ5YE97QPCQTqoHA/edit?gid=717581283#gid=717581283>
4. Treasurer Report
  - a. Balance \$xxxxx (ASQ investment fund \$xxxx )
  - b. Investment fund made \$XXXXXX this month.
  - c. Budget
5. Membership Report
6. Future Programs:
  - a. January – Outgoing Chair’s Annual Report - Ken
  - b. February – Ranger Outing (chocolate factory?)- Carolyn to reach out.
    - i. SLC meeting in a venue, dry run. Follow up with volunteers from October.
  - c. March and beyond are open (one internal and one external program in the works)
    - i. Non-RO hybrid meeting after March
7. Committee Reports
8. Additional Items:

Prepared by

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