

ASQ SECTION 0511
BOARD MEETING MINUTES
Draft 20 Apr 2011

Location: Amphora Diner, Herndon VA
Attendees: Attached

1. Call to Order – 5:40 PM
2. Reading & Approval of Minutes – Not approved due to unavailability.
3. Officer Reports/Announcements
 - a. Chair – Recommended not to send anyone to the ASQ World Conference in Pittsburg, PA, May 2011 if an elected officer cannot attend. Further stated the section is not required to send a representative.
 - b. Chair Elect – Announced he cannot attend ASQ World Conference in Pittsburg, PA, 16-18 May 2011 due to a prior commitment.
 - c. Treasurer – The Board approved a motion to accept the Treasurer’s report for Mar 2011. Current balance is \$25,062.42. Treasurer stated the section is still receiving phone bills from Verizon. When phone number is called, telephone is still connected. Chair, Bill Eastham advised Treasurer not to pay any more Verizon bills. Treasurer stated he would request a refund for the months of Jan – Mar 2011.
 - d. Secretary – Not present.
4. Committee Reports/Announcements
 - a. Education – A person has been identified who is interested in taking over this committee, but the current chair is putting together a list of duties before he vacates the committee.
 - b. Finance – No report.
 - c. Historian – Contacted Jim Bowie (February 16, 2011 presenter) to obtain a copy of his presentation. Mr. Bowie responded by saying he would provide us with a copy of the presentation when he has finished working through the copyright process. Bill Eastham requested the historian to search the historical records for a three page “Founding Members History” document written by previous historian Walt.
 - d. Membership – There was a discussion regarding National sponsoring a membership drive to win prizes such as a car, etc. for bringing in “x” number of new members. Board concluded that if this is a campaign sponsored by National, then Section 511 will recognize and adopt it accordingly. Larry Wilkins and Robert Orkin received e-mail correspondence from ASQ to attend the ASQ annual meeting. Larry Wilkins suggested to schedule an event meeting (e.g., Micron) once per quarter and have regular board meetings for all others.
 - e. Nominating – April 2011 elections were conducted prior to the dinner session of the meeting. Chair Elect, Larry Wilkins announced the slate of candidates for next year’s open offices. They were as follows: Chair Elect – Jeff Parnes, Secretary – Yvonne Fernandez, Treasurer – Mike Coleman. Section Chair, Bill Eastham opened the floor for additional nominations for these positions. There were no additional nominations. It was moved and seconded that the unopposed slate of next year’s officers be approved by acclamation.
 - f. Voice of the Customer (VOC) – VOC chair requested e-mail address from Section chair

to access division data. John Mullins, Arnold Pachtman and Robert Orkin are planning a meeting to discuss VOC actions. Arnold Pachtman recommended issuing a paper survey comprised of five questions to members that attend the dinner portion of the monthly meetings. Mike Coleman mentioned that he sent the past VOC chair a survey that could be used. The group discussed a problem with other sections listing Section 0511 with TBD as the speaker for future meetings (e.g., Richmond Section). A suggestion was made to plan the whole year of speakers and put them on a separate calendar from confirmed speakers labeled as “future speakers”.

5. Items for Next Month’s Mgmt. – None.
6. Unfinished and New Business – None.
7. Adjournment – 6:31 pm

(Minutes prepared by: Rick Wells, Section 0511 Secretary Pro Tem)