

ASQ Section 0511-Northern Virginia

May 8th SLC Meeting Minutes

For	ASQ Section 0511 Section Leadership Committee Meeting				
Location	WebEx				
Date	May 8th, 2024	Time	6:00 – 7:00 pm	Duration	1 hour

Section Leadership Committee Attendance

Positions in **BOLD** indicate positions required for Section standing by ASQ Section Requirements
 X indicates the person attended (* indicates attendance by phone or electronic media)

Elected Leadership (*two Elected Officers present required for quorum*):

Officer	Position	Present?
Ken Rapuano	Chair	X*
Vladimir Nesterovich	Vice Chair	X*
Jeff Cadel	Secretary	X*
Muzaffar Zaffar	Treasurer	X*
Vacant	Vice Treasurer	--

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

Officer	Position	Present?
Charlotte Wild	Audit Chair/Welcome Committee	
Leslie Braun	Membership Chair	X*
Barbara McCullough	Nominations Chair	
Connie Broadie	Vice Secretary	X*
Carolyn Miller	Arrangements Chair	X*
Muzaffar Zaffar	Recertification Chair	X*
Cyndi Reichardt	Database Administrator	
Muzaffar Zaffar	Education Chair	
Leslie Braun	Finance Chair/Welcome Committee	
Seema Garg	Placements Chair	--
Vacant	Historian	--
	Voice of the Customer	
Jeff Parnes	Electronic Media	X*
	Webmaster	
Sara McAlpine	Welcome Chair	
Maria Habib	Section 0511 Process Improvement Lead	X*

Other Attendees:

Attendee	Position	Present?

1. Meeting quorum met
2. Meeting Minutes approved
 - a. March 2024
 - b. April 2024
3. Treasurer Report
 - a. May 6 balance: \$18,275.06
 - b. +\$90.09 from April

- c. Quarterly allocation of \$1,069.75 received on April 10
 - d. Current balance reflects reimbursement of \$798.66 to Carolyn (approved)
 - e. Need to explore the ASQ investment program for a majority of the Section's excess funds
 - f. Will be reimbursing Maria and Barbara to WSQI
 - g. Target loss of \$1K is budgeted
 - h. Our Section believes ASQ is using some section money to repay loans and then reimbursed. The Section believes that this should be more transparent – for further information please refer to email. Reference 5-8-24 ASQ communications meeting.
4. 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. Since April 2023, net loss of 15 seniors, 3 student, and 96 full members (114 total)
5. Welcome Committee Report- Sara unavailable.
6. Future Programs:
- a. Ken to determine how to best manage through the next few months.
 - b. 2 Ranger outings for the remainder of the year
 - c. Maria work with Barbara to do WCQI- in Fall
 - d. May – Video from the Quality Management Division- , **"Quality 4.0: Don't Feel Overwhelmed, Feel Motivated"**
 - e. TBD
 - f. Combine with c.
 - g. July – Report from WCQI/Video.
 - h. August – Susan Gorveatte: MARVEL-ous Audits- flexibility for September?
 - i. September/October – RO/Video
 - j. November – RO Year in Review
 - k. December – Path to Quality
7. Compliance: All SLC members should have received an email from ASQ Component Relations; privacy training is required for all SLC members this year, so please complete that. **Privacy training is due May 9th**. You get 0.1 RU!
- a. Need to resolve SLC roster to ASQ for communications- Ken
8. Major Changes to RU:
- a. ASQ restored the 0.5 RU/meeting until the end of CY 2024

- b. Ken raised the topic of the RU changes at the April Regional Meeting. ASQ wanted to be ISO compliant.
- c. In process of writing a letter pushing back enumeration grievances from ASQ- get signatures and explanation and protest the changes- target completion by September.