

ASQ Section 0511-Northern Virginia

July 10th SLC Meeting Minutes

For	ASQ Section 0511 Section Leadership Committee Meeting				
Location	WebEx				
Date	July 10th, 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	--
Jeff Cadel	Secretary	--
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	X*
Leslie Braun	Finance Chair/Welcome Committee	X*
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 approval
 - a. June 2024 - approved
3. Treasurer Report
 - a. July 8 balance: \$ \$15,276.06
 - b. Includes reimbursement for Maria and Barbara – WCQI subsidy
 - c. Second quarterly deposit not in yet. First one was delayed too.

- d. Next opportunity to put Section's excess funds into the ASQ investment program will be in September
 - e. Draft Budget and Business Plan due early September.
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. 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. Since April 2023, net loss of 5 seniors, 4 students, and 84 full members (93 total)
 - i. Still no steady-state – overall a downward trend with positive spikes.
5. Welcome Committee Report
- a. No report
6. Future Programs
- a. July 10th – Jeff Parnes: Deepwater Horizon – What Went Wrong?
 - b. August 14th – Susan Gorveatte: MARVEL-ous Audits
 - c. September 11th – Report from WCQI
 - d. October 9th – RO [tentative]/Video/Daria
 - i. RO date options: October 5th or 13th (Sunday, early time needed for Carolyn to get back home at decent time)
 - e. November – RO Year in Review
 - i. Ken will put out a request for photos from those who attended events this year to be emailed to webmaster24@asq0511.org
 - ii. Ken has attended all of the ROs and will put this presentation together
 - f. December – Path to Quality / Maria Habib-Audit Conference [tentative option]
 - i. Ken suggested changing the Path to Quality to every other year, since most members who regularly attend have previously introduced themselves
 - ii. Maria Habib's proposal was accepted to present at the ASQ Audit Division Conference in October and she offered to share that same presentation with the Section, as well as give an overview presentation of that conference, similar to the Report from WCQI
7. Compliance

- a. 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 was due May 9th** - you get 0.1 RU
8. Major Changes to RU
 - a. ASQ restored the 0.5 RU/meeting until the end of CY 2024
 - b. Progress on protest letter is currently behind due to other priority commitments
9. Officers for next year
 - a. 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
10. Ken will forward a list of identified issues from our previous hybrid meetings to the SLC so we can begin to work through the issues and get back to having the option to meet in person
11. Ken will bring mugs and bags to the next RO