

For	ASQ Section 0511 Section Leadership Committee Meeting				
Location	WebEx				
Date	December 11, 2024	Time	6:00 – 7:00 pm	Duration	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*):

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

5. 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	--
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	Voice of the Customer	--
Jeff Parnes	Electronic Media	X
	Webmaster	
Sara McAlpine	Welcome Chair	
Maria Habib	Section 0511 Process Improvement Lead	X
Vacant	Historian	--
Jo Collins	Compliance Officer	X

Attendee	Position	Present?
Mike Beckner	2025 VOC and Vice Treasurer	X

Grace Alive	Section 0511 Member	X
Ed Videla	Section 0511 Member	X

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

1. Quorum met
2. November 2024 Meeting Minutes approval- approved
3. Budget:
 - a. Reduced from 2- \$1500 to 2-\$750 stipends
 - b. Deficit in budget is approx. \$400
4. Treasurer Report
 - a. December 10, 2024, balance: \$15,602.25 (\$14,037.61 of which is in the ASQ investment fund)
 - b. Investment fund made 37.61 this month.
 - c. Fourth quarterly deposit not yet received.
 - d. All expense reports paid.
 - e. Check Jeff P's approvals – approved.- Check has not yet received
5. Membership Report (need to reverse)- graphic- Jeff C
 - 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. October 2024 paid membership = 323, a 0.3% **increase** from September

- i. Gained 1 student, 1 senior, and 11 full memberships.
 - l. November 2024 paid membership = 318, a 1.5% decrease from October
 - i. Lost 1 senior and 4 professional memberships
 - m. December 2024 paid membership = 315, a 0.9% decrease from November
 - i. Lost 2 senior and 2 professional memberships, gained 1 student
 - n. Since April 2023, net loss of 21 seniors and 85 full members (106 total)
 - i. Still no steady-state – overall a downward trend with positive spikes.
- 6. Future Programs:
 - a. December – Audit Division Conference, Maria’s presentation and report from conference
 - b. January – Outgoing Chair’s Annual Report - Ken
 - c. February – Ranger Outing (chocolate factory?)- Carolyn to reach out.
 - i. SLC meeting in a venue, dry run. Follow up with volunteers from October.
 - d. March and beyond are open (one internal and one external program in the works)
 - i. Non-RO hybrid meeting after March
- 7. Jo Collins- New Compliance Officer
 - a. Time to update the by laws

Book virtual meeting for February- 2/12- next meeting decide who can be there. Kings Park library- 430 pm