



Board of Director's Meeting Minutes  
 Date: Tuesday, April 25, 2017  
 Time: 6:30 pm to 8:00 pm  
 Telecon

**Roll Call Attendance:**

Present	6	Absent	1	Guest	0
Anthony McCall	√	Chris Beehner	X		
Phil Van Dusen	√				
Jean Krupinski	√				
Chris St Clair	√				
Denise Gillespie	√				
Mark Bolotte	√				

The majority of the BOD meeting was spent reviewing the new C-BAR Progressive Scale for feedback. Each area was reviewed and comments provided back to Anthony for submittal.

Scorecard was updated and attached.

**Finance**

- Phil sent out the Actual vs. Budget report and in general we are in a very good cash position.
  - Agreed to host a free PDM at our May 9<sup>th</sup> meeting
  - Ended March actual \$45,157, April to date was \$46,010
  - We are current with all invoices including Lockheed Martin
- The BOD agreed to provide a \$500 scholarship for Seminole College SCM student Anthony Bergin. This will be presented at the 5/9 PDM. We will also introduce the beginning of a scholarship program (criteria to be developed in upcoming meetings)

**Membership –**

- Anthony reported that the SOS type letter to the chapter expressing the need for involvement and volunteering on the BOD was complete and read to be sent out.
  - Denise to provide membership labels
- Anthony confirmed that a Newsletter is planned to be published in May

**Marketing**

- No Report

**Programs (Chris)**

- Chris agreed to lay out a month/month the PDM type of activity, and send out to the BOD for other thoughts and comments. We can then figure out where and if who is needed. Still looking for the FUN Factor.....
  - Mark Bolotte to ask St. Leo to have our October Student night there
  - All suggestions on speakers and or topics are welcome.
  - Would like to have a new venue, something different for the next board year.



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- May 9<sup>th</sup> – Recognition Night (FREE)
  - Topic using small unmanned aircraft systems for logistics: benefits and challenges.....
  - Will present Company and Volunteer of the year
    - Trophy for company
    - Certificate and gift card for volunteer
  - Will present student scholarship

**Education (Denise)**

- Ran out of time, all is on our WEB site

**Student Affairs (Chris B)**

- No report

**Website (Denise)**

- Our Web Site looks great! Please take a look and get back to Denise with any suggestions you may have.

**Open Discussion**

- Mark Bolotte attended the APICS S&OP Seminar in Orlando on April 20, 2017
  - He reported that there were 21 in attendance

Meeting adjourned at 8:00 PM and next BOD meeting to be held 5/16/17.

## Chapter Performance Metrics 2016- 2017

METRIC DESCRIPTION		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Goal 2016-17
<b>CUSTOMER EXPECTATIONS &amp; PROFESSIONAL DEVELOPMENT EVENTS (DIRECTOR OF PROGRAMS - Chris St. Clair)</b>														
PDE Events - this includes tours, volunteering and Webinars	Actual	0	1	1	1	1	0	2	1	1	1			9
	Goal	0	0	1	1	2	0	2	1	2	1	1	0	11
	Cum Var	0	1	1	1	0	0	0	0	-1	-1	-2	-2	-2
Average PDE attendance	Actual	0	0	20	11	10	0	14	12	3	8			9.8
	Goal	0	0	20	20	20	0	20	20	20	20	20	20	20.0
	Cum Var	0	0	0	-9	-19	-19	-25	-33	-50	-62	-82	-102	-10.3
Recognition PDE's: Volunteer, Company Coordinator, Cert, Instructor, Company/Top Mgmt, Membership	Actual	0	0	1	0	0	0	0	0	0	0			1
	Goal	0	0	1	0	0	0	0	0	0	0	3	0	4
	Cum Var	0	0	0	0	0	0	0	0	0	0	-3	-3	-3
Total Plant Tours for Year	Actual	0	0	0	0	0	0	1	0	1	0			2
	Goal	0	0	0	0	1	0	1	0	1	0	0	0	3
	Cum Var	0	0	0	0	-1	-1	-1	-1	-1	0	0	0	-1
Joint PDE Total for Year	Actual	0	0	0	1	0	0	0	0	0				1
	Goal	0	0	0	1	0	0	0	0	0	0	0	0	1
	Cum Var	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>COMMUNICATIONS (SECRETARY - Jean Krupinski, DIRECTOR OF MARKETING - XXXXXXXXXXXX, WEBMASTER - Denise Gillespie)</b>														
Total Newsletters published (internal goal of 0)	Actual	0	0	0	0	0	0	0	0	0	0			0
	Goal	0	0	0	0	0	0	0	0	0	0	1	0	1
	Cum Var	0	0	0	0	0	0	0	0	0	0	-1	-1	-1
Advertisements in Periodicals & Local Media (minimum of 2 on CBAR)	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0
	Goal	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cum Var	0	0	0	0	0	0	0	0	0	0	0	0	0
Publish articles about the Chapter	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0
	Goal	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cum Var	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertise at non-APICS functions including MACF, IMA , ISM	Actual	0	0	1	1	0	0	0	0	1	1			4
	Goal	0	0	1	1	0	0	0	0	1	0	0	0	3
	Cum Var	0	0	0	0	0	0	0	0	0	1	1	1	1
New Companies Contacted via formal letters	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0
	Goal	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cum Var	0	0	0	0	0	0	0	0	0	0	0	0	0
Web-site up to date (Check at day of BOD meeting)	Actual	1	1	1	1	1	1	1	1	1	1			10
	Goal	1	1	1	1	1	1	1	1	1	1	1	1	12
	Cum Var	0	0	0	0	0	0	0	0	0	0	-1	-2	-2
<b>EDUCATION (DIRECTOR OF EDUCATION - Denise Gillespie)</b>														
Total Classes for year (offerings/start):	Actual	1	1	1	2	1	1	1	1	0	2	1	0	12
	Goal	0	0	1	2	1	1	2	1	0	2	1	0	11
	Cum Var	1	2	2	2	2	2	1	1	1	1	1	1	1
Total Webinars/Webcast offered (non-cert)	Actual	0	0	0	0	1	0	0	0	0	0	0	0	1
	Goal	0	0	0	0	1	0	0	0	1	0	0	0	2
	Cum Var	0	0	0	0	0	0	0	0	-1	-1	-1	-1	-1



## Chapter Performance Metrics 2016- 2017

METRIC DESCRIPTION		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Goal 2016-17
<b>STUDENT AFFAIRS (DIRECTOR OF Student Affairs - Chris B.)</b>														
Contact Univeristy/College on student participation (Rollins, UCF, SCC, Pheonix etc)	Actual	0	0	1	0	0	0	0	0	0	0	1		2
	Goal	0	0	1	0	0	0	0	0	0	0	0	0	1
	Cum Var	0	0	0	0	0	0	0	0	0	0	1	1	1
Gain Student Attedance at PDE's	Actual	0	0	3	3	0	0	0	0	0	0			6
	Goal	0	0	2	10	2	0	1	1	0	1	1	0	18
	Cum Var	0	0	1	-6	-8	-8	-9	-10	-10	-11	-12	-12	-12
<b>APICS PARTICIPATION (DIRECTOR OF MEMBERSHIP - TBD)</b>														
Total Membership (baseline = 118)	Actual	110	121	109	104	104	97	119	137	132				0
	Goal	125	125	125	125	125	125	125	125	125	125	125	125	125
	Cum Var	-15	-4	-16	-21	-21	-28	-6	12	7	-125	-125	-125	-125
New Members Added to Chapter	Actual	0	0	0	0	0	0	22						0
	Goal	0	0	0	1	0	1	0	1	0	1	0	0	4
	Cum	0	0	0	-1	0	-1	20	-1	0	-1	0	0	0
Companies associated with Chapter membership (baseline = ??)	Actual	0	0	0	0	0	0	58	58	0	0	0	0	0
	Goal	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cum Var	0	0	0	0	0	0	58	58	0	0	0	0	0
<b>FINANCIAL RESPONSIBILITY (TREASURER - Phil Van Dusen)</b>														
Ending Cash Balance	Actual	\$52,246	\$52,453	\$53,699	\$49,637	\$52,036	\$49,035	\$51,193	\$48,397	\$45,157	\$46,010			
	Goal	\$52,246	\$52,453	\$53,699	\$49,637	\$52,036	\$49,035	\$51,193	\$48,397	\$45,157	\$46,010	\$0	\$0	\$0
	Cum Var	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0