

BOD 7/17/12 Meeting Minutes
Virtual

Attendees:

Jean Krupinski, Bob Jalio, Fred Griffith, Steve Nass, Sally Morris, Katie Smith

This meeting was held to go over all CMS and C-bar requirements in order for Chris Noble to submit by 7/31. Thanks Chris!

Action Items

- Sally call Tawna to figure out our membership retention number
- Fred get with Sally to share insight about membership regulations
- Sally please do a Customer Needs Survey by December of 2012
- Jean send Sally the Customer Needs Survey from 2010
- Jean resend letter of assertion to Chris Noble
- Jean help publish the new BOD in the Orlando Business Journal (OBJ)
- Jean check last year's narrative and change current answer if necessary (Section 2.3)
- Chris Noble: Section 2.D.8 should be changed to 5 other APICS educational offers
- Phil get Chris Noble applicable tax forms for the past fiscal year
- Chris Noble fill in Section 2.G.1a as **141** and 2.G1b as **138**
- Jean, Katie and Sally start planning to hold an on-campus PDM next year (Section 2.I.5)
- Katie and Jean talk to Kelli Olson: Section 2.I.7- was a chapter board position occupied by a student during evaluation year?
- Jean and Katie take a look at Section 2.I.9 for next year
- Jean and Katie take a look at Section 2.I.14 - think of how we could rally students to participate in events
- Jim follow up with Steve Leon at UCF to see about synergy between students and APICS

CMS

Membership Metrics: Still need Membership Retention Number

Section 1: Minimum Standards for Chapter Maintenance

Customer Expectations

- 2010 was the last time we did a member needs survey. Will do another survey by December of 2012

Communications

- Accomplished

Professional Development Events

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- Accomplished

Education

- Accomplished

APICS Participation

- Accomplished

Financial Responsibility

- Jean will send to Chris Noble (see action item above)

CBAR Section 2: Chapter Benchmarking and Reporting

Customer Expectations/Marketing

- Accomplished
- Next year we could try involving students
- Company Coordinator- Katie should take over with the help of Bob in sending e-mails

Communications

- Agreed Upon
 - No publication, website, radio, or TV of the description of the article and date

Professional Development Events

- Agreed Upon
- Jean check on Section 2.3

Education

- Accomplished
- D.8 should be changed to 5 (see action item above)

APICS Participation/External Support

- Agreed upon

Financial Responsibility

- Still need: Phil to get Chris the applicable tax forms for the past fiscal year (see action item above)

Membership

- 1 a,b, and c should be filled in (see action item above)

Chapter Management

- Agreed Upon

Students, Student Chapter/ Other Educational Organizations

- Many action items (shown above) about how to earn points in this next year

Narrative and Innovations

- Agreed Upon
- Lacking innovations