



Board of Director's Meeting Agenda  
 Date: Tuesday, May 20, 2014  
 Time: 6:00 pm to 8:30 pm  
 Wyndham Orlando Resort International Drive

**Roll Call Attendance:**

Present	10	Absent	4	Guest	1
Jean Krupinski	√	Jo Fickes	X	Tim Bissen	√
Denise Gillespie	√	Tim Budinger	X	Chris	√
Katie Smith	√	Bob Jalio	X		
Jim Pullin	√	Phil Van Dusen	X		
Sally Morris	√				
Robin St Clair	√				
Anthony McCall	√				
Jeff Schofield	√				
Megan Crook	√				
Fred Griffith	√				

New tasks in red.

Meeting started at 6:10 PM.

District Meeting (Puerto Rico) Update

- Met Tom Honeycut, the southeast district pilot sales leader. Talked to him about the companies that we want him to refrain from soliciting, specifically FARO and Lockheed. NG, Invacare, Mitsubishi, Seimens, FL Engineering, Teledine.
- APICS Membership options will change – “have to have it your way.” There will be 19 offerings, and you can pick which offering you want. It is not clear how these changes will impact our chapter’s membership income.
- Merger with Supply Chain Council will be complete in July.
- At the district meeting, extensive information and ideas were shared regarding fostering student chapters.
- Seminole Community College – Robin will try to arrange a meeting to talk with the business department to find opportunities to partner.
- Education District meeting will be Jan 23-24, 2015.
- Mini meeting will be September 13<sup>th</sup>.

Review Old Actions

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- Denise work with **Tim Bissen** to help her update Facebook and Linked In pages – **Still in process**
- Website
  - **Jeff** will research Microsoft Office 365. **Will be complete by the planning meeting tentatively scheduled for August 2<sup>nd</sup>.**
  - **Denise** will research other options we may have with the current website
    - **BOD** will make decision at the summer planning meeting
- **Denise** place order for APICS shirts . We think this was done.
- **Jean** talk with Mrs. Trevelude about a possible speaker at a PDM – Not done yet.

#### Finance

- **Each board member to provide budgetary estimates for expenditures and income and will submit them to Phil by 7/15.** ie we are going to need new logo materials for new members.
- Need final financials

#### Marketing

- No update – the BOD position is open.
- We have to cleanse the email distribution list
- We need to work out our messaging for PDMs etc.

#### Programs

- We are set for September and October, but we don't have a response from ISM whether they are going to join us.
- Regal boat tour in November – they want to have us call 2-3 weeks in advance, but they don't want to book this earlier.
- We are set for January
- Second harvest needs contacted. Megan will get in touch. This conflicts with an education mini meeting. Decision was made not to change it.
- February's PDM with Mark Bolotte will have the topic determined soon.
- March – The day is confirmed with Fedex.
- April – Mark Williams is coming from Miami.
- We are trying to fill May. **Megan will contact the lead Denise provided for May.**
- We need to try to figure out when and how to do the post card. **Anthony will call Tim to try to figure out how to repeat that procedure.** Will try to get it out in early August.

#### Education

- Lockheed Martin – Holidays coinciding with off-Fridays, the current program will finish near the end of October.

- We have classes for CPIM and CSPC scheduled through the end of 2015, has been posted to the website, and will be released in the newsletter. The first classes start in September.
- It was decided that **we will do a separate post card mailer for Education after Jim amends his schedule.**
- **Jim will author an insert for the next President's Corner.**

### Student Affairs

- Chris St Clair – will sit on our Board as a Student board member.

### Membership

- We are at 120 with 6 additional student members.
- We have 59 associated companies – It is hard to tell because some company codes in their names, but don't have descriptions and some companies have multiple codes.
- In May we had 1 more general members and one fewer enterprise.

### Transition

- September will be our big Membership PDE, and so Katie will have to work closely with Sally to get up to speed quickly.

### C-BAR

- **Katie will send an email with the details of what is needed to finish CBAR**
- Customer expectations and marketing 55 of 55 points
- Communications 88% of the points
- PDE we got 100% of the points
- Education – Katie will need % of chapter memberships who are the various certifications as of the end of June. How many APICS workshops and education events did we have. Jim will check to see what educational events we scheduled. We may lose 15 points on this if we don't get it, which will drop our percentage significantly in this section.
- Membership – There are several random things that are calculated automatically – such as growth rate. What percentage of the time does the chapter contact a member when their status changes. Does the chapter announce job openings? What is the percentage of members renewing their members from July 1<sup>st</sup>.

- Chapter Management – We are at 86% right now. What is the chapter’s net promoter score? Megan will prepare a summary – do we use an average for the whole year? If every month’s score is positive, we don’t need to anything more than demonstrate that they are all positive. Did the Chapter participate in a job placement assistance program? Did the chapter pay for APICS membership for students (which now they don’t have to anyway)?

#### Open Discussion

- Chapter needs to decide if we are going to send anyone to New Orleans.

Meeting adjourned at 8:35 PM.