

Board of Director's Meeting Agenda

Date: Tuesday, September 17, 2013

Time: 6:30 pm to 8:30 pm

Virtual

Call in Number = 1-8778640008 (US) Conference Code: 740 336 7443

Roll Call Attendance:

Present	8	Absent	3	Guest	0
Jean Krupinski	✓	Phil Van Dusen	X		
Fred Griffith	✓	Bob Jalio	X		
Sally Morris	✓	Tim Budinger	X		
Jim Pullin	✓				
Denise Gillespie	✓				
Katie Smith	✓				
Robin St Clair	✓				
Megan Hamel	✓				

Meeting opened at 6:30 PM.

2013 Conference Update

- A few spots short for volunteers
 - Still looking for volunteers Monday and Tuesday afternoon
- Tours are all set and ready to go!
 - 5 or 6 of the tours are sold out completely
 - Lockheed Martin did their dry run
- Enrollment in August were short of what was expected

APICS Newsletter

- Katie got Newsletter Template from Chris Noble – Microsoft Publisher
- **Jean** to create Newsletter for October
- **Katie** and **Jean** to figure out flow of getting information from board members to put in the newsletter each time

Finance

- Our September ending cash position is at \$46,205
- Phil has been working with Capital One and should have access to wireless credit card later this week
 - Thanks Phil!

Marketing

- Tim is working PDE mailing

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- Webinar – Chapter needs to make a decision on whether we want APICS Headquarters to set up classes
 - Downside is that they would take revenue from our board
 - Watch the webinar to better understand our choices (**Action for entire BOD**)

Programs

- Change October 8th dinner with ISM, Tuesday October 15th Denise will do webinar at noon
 - Separate Evites
- **Megan** to send out Evite for 9/20 webinar tonight (completed action during meeting)
- April tour is the only opening we have – **Denise** to send contact information to Megan for the airport tour
- Separate meeting for UCF January program next week (**Sherry, Denise, and Megan** to meet)
- Megan, great job on the net promoter score!
 - How people are using Net Promoter?
 - **Jean** to ask **Tawana** to add to SE November Agenda (complete!)

Education

- Global Exam Delivery deployment program
 - Provide computer based testing for CSCP and CPIM on global basis
 - Payment system run on Paypal
 - As of the end of October, vouchers will no longer be sold. Rather, they will send exam credits
 - Starting in November, CPIM students need to get an authorization to test
 - Students need to get form online (can all be done electronically)
 - Only need to get one form approved for all five exams
 - We need to make sure our students are prepared for this change
- Need one more CSCP Blast (**Jim** to send to **Tim**)
 - 2 or 3 students who have shown interest in CSCP--need to try to fill a class
- **Jean** talk to **Tim** about what list he used for the e-mail blast he sent out

Student Affairs

- Thursday at 4PM – **Robin** meet with the professor at Rollins
 - Robin will report back next month after talking with the professor

Membership

- Gain two members and lost one in September.

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- Sally did a great job at Membership Recognition! Thanks for everyone's help!

Social Media and Website

- Outsource?
- We looked at students in the past, but nothing ever came of it
- Whoever does it should come to the board members so they know what is going on and what to ask for (in case someone forgets)
- Doesn't need to be a board member, they just need to come to the meetings
- **Robin** to find a student that is interested in helping with website/social media
 - Contact member that works at The University of Phoenix to see if there are any students interested

Scorecard

- Jean made Goals for 2013 – 2014
- See scorecard for scorecard details
- **Jim** send Jean goals for Education for **Jean** to update

Open Discussion

- APICS Shirts with new logo for BOD
 - **Denise** bring catalog to next meeting to generate ideas
 - Order extra shirts to sell to our members
- Tampa district meeting (Friday/Saturday) November 8th and 9th
 - Denise is planning on going
 - Other **BOD members** who are interested in going, email Jean to let her know
- Review Actions

Meeting adjourned at 8:25 PM.