

Board of Directors Meeting Minutes – Final

6/18/2013

Roll Call Attendance:

Present		Absent		Guest	
Jean Krupinski	✓	Bob Jalio	✓	Tim Budinger	✓
Denise D. Gillespie	✓	Jo Fickes	✓		
Sally Morris	✓	Fred Griffith	✓		
Jim Pullin	✓	Katie Smith	✓		
Phil Van Dusen	✓				
Megan Hamel	✓				

Meeting was held at Christner's (originally Del Frisco's) and started at 6:30 PM.

Introductions

- Tim Budinger joined us again and agreed to assist in the Marketing role for the upcoming year.
 - Jean to add him to the Board of Director's listing at APICS.org

2013 Conference Update:

- Denise reported that second tours were added at Darden and LM M&FC plant
- Volunteers are being headed up by Lisa Ross
- Jean reported the following people will attend the 2031 Conference courtesy of the chapter:
 - Katie, Megan, Phil, Jim, Jean

C-BAR readiness (BOD)

- Denise distributed a list of what is still needed and by whom; will be emailed to all those who did not attend the meeting.
- All this is due to **Denise - NO LATER THAN JULY 12th**. It is ok to send it early!

Programs

Upcoming 2013/2014 – to be finalized in the next 30 days.

- September 10th;;
 - Pre-PDE Education event
 - Marshmallow Game – Denise to see if Craig Williams (FLWC Chapter) to do it
 - Membership Recognition night is also planned
- October
 - Denise to do a webinar on the Trends in Demand Planning –
 - Time of event is still to be determined
- November and February
 - Plant Tours – Selections include: Pepsi , Simply Orange, DataMax, Catrike
- December – Clean the World will be investigated
- January – Will have this PDE at UCF – for MBA class and have Student Night
 - Megan is actively working on this and is in contact with Dr. Steve Leon
 - Deb Hansford will be presenting (Topic: Pull, Flow and Pacemaker)
 - Also will be a Volunteer and Learn at Second Harvest (3rd or 4th Saturday)
- March/May – Webinar or other speaker - TBD
- April – Plant tour

Board of Directors Meeting Minutes – *Final*

6/18/2013

Membership

- Sally sent her information prior to the meeting;
 - Membership is at 118 with 4 losses in May, and 3 new members (one is a transfer)

Finance

- Phil reported the following financial results:
 - Current bank balance is \$48,176.60,
 - Our Budget has us running \$4,314 favorable for the year

Strategic Planning Meeting

- Will be at Mt Vernon Inn in Winter Park
- Time 8:30 – 5:00
- **Jim** is coordinating room arrangements and a lunch table at the restaurant
- Dinner afterwards? Options discussed include PF Chang, Cheesecake Factory, Ale House, etc.
 - **Jean** to advise on this location
- Items to be addressed:
 - SOPs (particularly the Education SOP)
 - Strategic & Marketing Plan
 - Scorecard
 - Social Media
 - Transition Plan checklist (?)
 - CBox/Partner connect “how to”
 - Budget and the financial plans
 - Chapter Responsibilities in the CPA

Education

- CPIM classes start in Sept and CSCP start in October, for December test date.
- Jim still trying to connect with Tyco/Covidian opportunity
 - He was given Mary Jones phone number at the meeting and he will try to connect with her now.
- LM CPIM training that begins in September 2013.
 - Other open issues include such as names & number of participants; when will the study guides be available (July); room set-up, etc.
 - Jim wants to make sure there is a technical rep for the equipment, and that there is an opportunity to do a dry run before the start of the class.
 - **Jim** is still working with **Bob Jalio** to get resolution on these

Other

- A final review of the Bylaws will be circulated this week for the Board to approve via email.
 - **Denise** to send MS Word version to Jean
 - **Jean** to send out revision for board approval
- Received a Thank You note from the University of Eau Claire for the \$2000 contribution to the Student Chapter to enable the Board members of the student chapter to attend the International Conference.
- Bob Jalio has stayed in touch with his student mentor from the Denver Conference, and has now hired Joey Marek for a summer intern program at Lockheed Martin.

Board of Directors Meeting Minutes – *Final*

6/18/2013

Not Addressed at the meeting, but still outstanding:

- **Social Media/Website Intern Update**
 - Intern – (Ismael) requires the documentation of job requirements and expectations that will take a while to develop.
 - **Denise** to work with Jean to develop a workable plan for the next meeting
- **Finance** - Still open is the use of Pay Pal – outstanding from last meeting:
 - Need to investigate website to see if it will accommodate the PayPal account - **Denise**
 - **Megan** - still pending to see if you could use Pay Pal with E-vite

Our next meeting will be an all-day session on **Saturday, July 27th** at the Mount Vernon in Winter Park.

Meeting was adjourned at 8:00 PM