

Board of Directors Meeting Minutes – Final

5/21/2013

Roll Call Attendance:

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

Meeting was held virtually and started at 6:35 PM.

Introduction of Tim Budinger

- APICS started in college via case study competition
- Started student chapter at university (Tucson)
- Was a member in Dallas;

2013 Conference Update: Denise reported that in addition to the previously mentioned tours, Darden has been secured and a second tour request has been initiated.

- “Clean the World” tour is secured as is a second day at Darden
- Bob wanted to know if the LM employees assisting in the tour are considered in the numbers – **Denise** to check with APICS HQ
- Jean proposed that the chapter pay for board members to go attend the 2031 Conference. (Conference fee only – not tours, and must go to Leadership Summit).
 - Would be paid for: Katie, Megan, Phil, Jim, Sally, Jean (Max just under \$6,000)
 - Jo is part of Local Events Committee and conference fee if paid
 - Bob, Fred – company paying? – need status
 - Denise to confirm the amount per person considering discounts...
 - Need to know each person’s interest by June 7th

SE District Mini Meeting Update by Jean

- Update on Leadership Summit
- New Logo and colors – unveiled at conference
- Company Coordinators (Ambassadors) presentation; segmentation of company info that Katie did laid the foundation
- Next District meeting in Tampa (Nov 8 & 9th)
- CBOX is being updated will release in July
- Net Promoter Score (evaluation) will need to be incorporated into our PDM evaluations
- Shared speakers for PDM’s (Space Coast; Publix and Habitat for Humanity)
- Marshmallow Game
- Non-Traditional Supply Chains presentation by Jerry Kilty was good; our market segment show the

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Transition Items

- Megan is going to reserve Dubsdread to support the planned PDM schedule for 2013-2014 (Sept, March & May).

C-BAR readiness (BOD)

- **Denise** will put out a list of what is still needed and by whom
- Katie will help – **Denise** will coordinate directly with her
- Want everything done by June 30th.

Strategic Meeting Dates and Location (BOD)

- After discussion about the dates, the meeting was scheduled for July 27th
- Location: **Jim** to secure the Mount Vernon
- Dining afterwards
- Items to be addressed:
 - Education SOP
 - Marketing Plan
 - Scorecard
 - Transition Plan checklist
 - CBox
 - Budget and the financial plans

Social Media/Website Intern Update

- Jean talked with Chase Voight
 - Timing for him may not be good, but would probably be willing to just maintain the website (not the LinkedIn or Facebook items).
 - FYI - Website hosted by Hostways (product is called GATE.Com) – who cares where the servers are located – all changes are made via ftp updates.
- 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

- Our current balance is \$49,985.20 down \$759 for the year.
- Revenue is down but we have kept our expenses low.
- 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

Membership

- Sally was absent but sent her information prior to the meeting;
 - Membership is at 119 with 4 losses in APRIL (from memberships that expired in March).
- Sally passed the lead on education request she received at Tyco Healthcare.
 - Jim has contacted them and is playing phone tag – see Education section in future.

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Programs

Upcoming 2013/2014 –

- September: Education event; Pre-PDE event and education game
 - Membership Recognition night is also planned
- October
 - Denise to do a webinar on the Trends in Demand Planning – will schedule for an evening event –
Proposed time: 8:00pm – 9:00 pm
- November and February
 - Plant Tours – Selections include: Pepsi , Simply Orange, DataMax, Catrike
- December – nothing scheduled
- January – Have at UCF – for MBA class and have Student Night
 - Megan is actively working on this.
 - Also will be a Volunteer and Learn at Second Harvest (3rd or 4th Saturday)
- March/May – Webinar or other speaker - TBD
- April – Plant tour

Education

- The education schedule on the website is not updated – Denise will do this evening
- Jim to provide update on the status of the Tyco/Covidian opportunity
- The education SOP will be reviewed at our Strategic Planning meeting in the summer.

Not discussed but still open from last meeting includes:

- LM CPIM training that begins in September 2013.
 - Other open issues are required, such as names of participants, when will study guides be available (July), etc.
 - Jim to put together a list of what is necessary

Our next meeting will be on **Tuesday, June 18th** and will be a meeting that requires a physical presence.

Meeting was adjourned at 7:50 PM