



Building professionalism in project management.™

**Project Management Institute
Michigan Capital Area Chapter**

Board of Directors

Meeting Agenda

Meeting Date: January 2, 2008

Location: PTD Conference Room, 4th Floor, 3001 Coolidge, East Lansing

Time: 5:30 – 6:30 PM

President - Amy Piper

- **Sam Roberts was introduced as the new Vice-President of Programs, replacing Dave Smith .**
- **Amy will be returning to Argentina in mid-January.**
- **Representatives are needed for the Region 4 Meeting in May 2008. Several members expressed interest in attending. More information will be provided.**

Past-President – John LeTourneau

- **Board Appreciation Dinner on Wednesday, January 9 at 7:00 PM at Dublin Square, East Lansing. Individuals are responsible for purchasing any alcoholic drinks.**

Communications- Amita Das

- **Amita is out of the country.**

Programs- Sam Roberts

- **Sam is replacing Dave Smith.**
- **We have main speakers for the January, and February dinner meeting.**

Logistics- Pam Sawatzki

- **Pam was unavailable.**
- **There will be a “No dinner” option where members will show up at 7:00 just for the program. Charges will be \$10.00 for members and \$15.00 for non-members.**

Publicity- Charlie Kidd

- Charlie will send reminder for newsletter articles to the board.
- Newsletter articles are due Close-of –Business Monday, January 7.

Membership- John Oldham

- Provided update on Membership – currently we have 200 members with 141 of those PMPs.
- PMI is offering free local chapter memberships to those just joining the national organization. John will monitor impact on our membership numbers.
- The new DEP hasn't been released yet so there were no DEP updates.

Professional Development- Marjorie Greer McIntyre

- Marjorie has started a PMP Study Group with 12 enrolled and 9-10 attendees. Meetings are held bi-weekly at Farm Bureau Insurance with the next meeting on January 3.
- Marjorie was contacted by a member regarding the reporting of PDUs for the monthly chapter meetings. Component is considered a registered education provider. Karl will provide Marjorie with PMI info and she will investigate.

Finance- Alireza Namvar

- Ali provided a budget update.
- Informed Board that we are all set with the invoices and PDD refunds.
- Will provide a financial analysis of the PDD.

Special Projects- Karl A. Meier

- Karl discussed the PMI Component changes and the New Chapter requirements. Measurement and Metrics gathering will increase in the future.
- Working on the Ops Manual and needs processes for Newsletter and PDD.

Outreach: Arun Sampath

- Arun is working on an action plan for contacting educational institutions.

Webmaster: Ashok Kumar

- Ashok was not at the meeting.