



Mid Florida Chapter #208
Board of Directors Meeting Notes
 Tuesday, March 17, 2009 – *Final*

In Attendance:	Via telephone	Absent:
Denise Gillespie, Secretary*	Jo Fickes, Chapter President*	Jean Krupinski, Director at Large
Jim Pullin, Dir of Education	Philip Van Dusen, Treasurer*	
Troy Enz, Director at Large	Fred Griffith, Director of Membership	
<i>Guest Attendee – Roy Peters</i>		
* Quorum = ½ of elected members of the BOD = 1.5, or 2 people		

The meeting was called to order at 6:09 p.m. by Jo Fickes.

Old Business

1. Meeting notes from the *February* meeting were sent to all BOD members; these were approved via email previous to this meeting.
2. Final Revision of the Bylaws was published before the meeting
 - Revisions to be made to include the new membership categories.
 - Denise to send out a revised version in the next few weeks.
3. Nominating Committee
 - Denise reported that she has attempted to make contact with Larry Tedrow, and Kathy Henry, with no feedback.
 - Still recruiting others – Jo to help out with contacting Paul and Dominic
 - Denise & Jo to work on a slate that can be presented to membership in May.
4. Membership Survey.
 - Jo delegated this to Fred.
 - Fred reported that the survey has been put together on Survey Monkey; and that he is now working to send it out to members.
 - i. Should happen sometime next week.
5. Student Chapter
 - Bob Szymanski and Ross Hightower have agreed to be Student Advisors and will be joining APICS.
 - Communications to students and subsequent activities to be scheduled to coincide with the April program year for students.
 - Scholarship money of \$250 is available per budget:
 - i. Phil advised that money is available if we want to offer money to support the chapter:
 - ii. Several options were considered including using some money to help fund the chapter; scholarship help with the students who help with the chapter organization; possible E&R foundation.
 - iii. All to get their inputs to Denise.
6. CBAR Update
 - Latest update was emailed to all previous to meeting.
 - Basically, if we continue doing what we say we are going to do, we will hit Gold.

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Director's Reports

District/National Update:

1. Jo reported on the SE District meeting held in Jacksonville 2/20 and 2/21
 - Dave Lehman will be handling the LDI and TTT and the Instructor Certification programs while Jerry Kilty focuses on the Courseware Revisions.
 - Dave Lehman did a presentation on the Instructor Certification and it is suggested now to submit applications to HQ.
 - Pamm Shroeder completed a presentation on new Membership announcement.
 - i. There was much discussion about this during her abbreviated time at the meeting.
 - ii. New Membership categories are to be announced shortly.
 - It was mentioned that APICS is considering changing the C-Bar metrics for membership due to the overall membership reduction/economy situation.
 - Jo asked Jim to contact Jerry Kilty to make sure that Jim is receiving updates on education.

Financial Report/Update:

1. Phil reported:
 - Cash in account = \$31,965
 - Another \$2,000 will be mailed this week, and another \$10k is expected from Lockheed Martin on Friday.
 1. We are expected to have \$40k in revenue from Lockheed Martin between now and September due to the CPIM classes being taught there.
 - Other things that were agreed to:
 - i. E&R Foundation – Agreed to move the \$250 to send a check to the E&R Student Scholars Fund.
 - ii. MACF Sponsorship (\$500) was approved. Phil to complete Application and send in the check.
 - Bottom line is that we are on solid financial footing – Revenue is well above plan and we are expected to exceed our goal for the year.
2. Metrics for the 2008 - 2009 year were briefly reviewed.
 - Phil thought he had sent out the Metrics previous to the meeting, but no one received them.
 - Updates included support for CBAR activities
 - Meeting announcements got in Orl Bus. Journal and Mar/April APICS magazine.
3. The PayPal information (sent under separate email) and all agreed in concept with the idea and the fees.
 - **Denise still to learn how to build it in our website and to get with Phil on the bank routing information.**

Membership Report/Update:

1. Fred published the membership numbers in an email previous to the meeting. The results are as follows:
 - We ended **Feb** with a Membership Count of **122** – up from 118.
 - We had 8 new or rejoining members and 4 who left for a net addition of **4**.
 - *Membership charts are on the last page of these notes.*
2. New company: Outokumpu Stainless Pipe – Fred was familiar with; might be a local division.
3. Pending certification expiration dates of members is not easily available.

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- Fred addressed with HQ, but due to confidentiality issues they are not able to provide.
 - It was suggested that we add a Cert Maintenance program for October in our Programs schedule.
4. Fred has contacted HQ regarding certificates for those who attended the Instructor training on the Global Sourcing Workshop. He has heard nothing back on this.

Programs:

1. Jo reported there are currently 10 Company Coordinators, who are receiving the program and educational updates.
2. Jo reviewed the remaining PDM schedule for the 2008 -2009 program year.
 - April – Plant Tour at Mitsubishi – So far 19 have signed up.
 - i. There will be a cap on the attendance to 35.
 - May – David Buker will be presenting on Total Supply Chain.
3. Preliminary Programs schedule for 2009 -2010 was published and discussed:
 - September 9th – Joint Meeting w/ISM (and possibly IMA) – Troy to coordinate with Jackie of WorkForce Central FL on the Grant Writing Speaker.
 - Denise confirmed Bob Szymanski and Ross Hightower for the SAP SIM in March
 - Correct Craft Plant tour – Denise still working to address.
 - January and May open – awaiting the speaker list from other Chapters (FWC & Space Coast).
 - Other suggestions for new programs:
 - i. Moving Jan to the 12th (Not the first week back after the holidays)
 - ii. Going with the appetizer menu
 - iii. Moving to the big room.
 - Have a “Go Green” Night (Jan?) and include short presentations on energy conservation and recycling, etc.
 - Have supply chain night – bring your customer/suppliers
 - i. Fred suggested a competition; give award to person who brings the longest supply chain.

Marketing:

1. Contacting New Companies:
 - Jo suggested that we look at other companies to contact and use some of the BOD to contact for our CBAR requirements.
2. Troy suggested we make contact with the Disney Entrepreneurial Center and participate in their networking and trade show events.

Website:

1. U-Tube video to go on the Website.
 - Denise to put up in the next week or so.
2. Denise reported that we can have blogs and podcasts, but hasn't had time to research how to do this yet.
 - Denise will try to update at next BOD meeting

Education

1. Jim would like to do a CSCP email blast to remind everyone of the upcoming CSCP class –
 - Jo to do this for Jim.
2. Jim reported on the ongoing classes.
 - CPIM Classes were split between TracStar and Coronado Paint

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- i. (Fast-Track) TracStar Master Planning of Resources is ½ way through.
 - ii. (Non Fast-Track) Coronado Point is being taught by Fred.
- CSCP - Now scheduled to meet the June test date; second session to be scheduled in fall depending on “Beta” online test in December, and based on demand.
- CPIM at Lockheed Martin – Classes begin this Friday (3/20) for two sessions to run concurrently.
3. Train the Trainer to be held in Atlanta (Apr 3rd and 4th) – Fred is interested in attending the one in Atlanta, pending his schedule availability.
 - It was agreed to by all that the chapter could fund this activity and approval was given.
4. Global Sourcing Workshop and Lean Enterprise Workshop need marketing to get off the ground.
 - Jim requested help with this – at the very least as an email blast
5. Jim discussed the desire to change the new compensation for instructors to \$125 per hour of instruction
 - Lockheed Martin instructors will be paid \$2000 per module taught.
 - Jim to put together the instructor fee and course offerings based on hours of instruction – breakeven cost.
6. **Open Educational Issues:**
 - **Find a location to hold open classes.**
 - i. **Denise mentioned the Disney Entrepreneur Center – Jim to investigate**
 - **Learning Dynamics Information – Jim still trying to get information on this.**
 - **Updating the SOP for Education – Jim to do WE NEED THIS FOR CMS!!**
 - i. **Include Lean & Global Sourcing Courseware**

New Business

1. Phil suggested we pull together several APICS chapters and have a “Mini District” meeting that focuses in on encouraging and training new board members.
 - Topics would include sharing best practices and how we could share in the marketing of our chapters.
 - Chapters involved could include FL West Coast, Gulf Coast, Space Coast, Jacksonville & North Central FL (Ocala).
 - Fred suggested we include an LDI &/or TTT along with this.
 - i. *Subsequent to the meeting, Denise sent out a preliminary email to see if there was any interest with the surrounding chapter presidents*

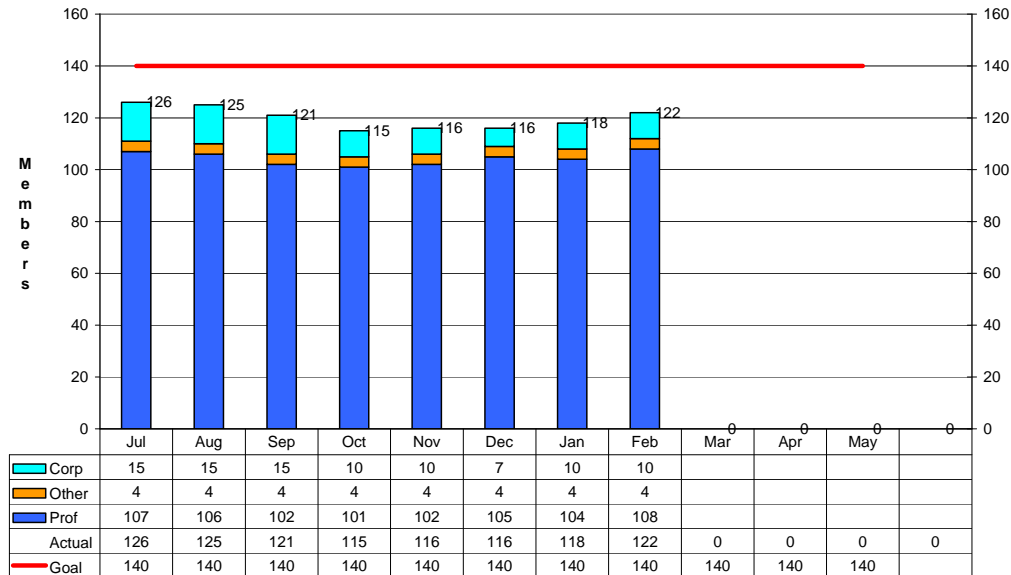
Jo adjourned the meeting at 8:19 p.m.

Our next BOD meeting will be on Tuesday, April 21, 2009.

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Membership Numbers

APICS Mid-Florida Chapter Membership



Program year 2008 - 2009

Membership Renewal Dates

Membership Renewal Dates

