

**Mid Florida Chapter #208**  
**Board of Directors Meeting Notes**  
 Tuesday, June 19, 2009 – *Final*

<b>In Attendance:</b>	<b>Absent:</b>
Fred Griffith, Director of Membership	Jim Pullin, Dir of Education
Jean Krupinski, Director at Large	Paul Bragg – <i>2009/2010 BOD member</i>
Denise Gillespie, Secretary*	Roy Peters – <i>2009/2010 BOD member</i>
Jo Fickes, Chapter President*	Malaina Hudson – <i>2009/2010 Dir of Education</i>
Philip Van Dusen, Treasurer*	Sachin Ghatol – <i>2009/2010 Webmaster</i>
Pam Kane - <i>2009/2010 Dir of Membership</i>	
Stephen Lamb - <i>2009/2010 Marketing Director</i>	
* Quorum = ½ of <b>elected</b> members of the BOD = 1.5, or 2 people	

The meeting was called to order at 6:20 p.m. by Jo Fickes.

### Old Business

1. Meeting notes from the *May 19 meeting* were approved.
2. CBAR Update
  - Reviewed latest revision; once change needed to change starting membership number from 128 to 126.
    - i. Tawana to find out if the criteria for the membership retention will be changed due to the economy, etc...
    - ii. Tawana advised that the points will be calculated for the student paper since it is no longer available.
    - iii. Jo sent an e-mail blast to members to ask if anyone had an article published; no response was received.
    - iv. Jo to e-mail Sherry Reeves to ask if MACF has any marketing analysis that our Chapter may use for CBAR. – still pending a response – Jo to follow-up.
3. Student Chapter
  - UCF is discontinuing their MIS department and our student advisors have lost their positions. Therefore this issue at UCF is now closed.
  - Suggest we promote the Student at Large membership
4. Jim to contact Jerry Kilty to make sure that he is receiving updates on education
  - No update.
5. Paypal to be added to website to enable payment for classes & PDMs.
  - Denise still to do with new webmaster - bank routing information now obtained.
6. Use of Disney Entrepreneur Center for classes; Jo emailed Jerry Ross's contact info to Jim.
  - Jo spoke with Jerry and Jerry recommends a site tour.
7. Learning Dynamics Information & SOP changes for Education
  - No update.
8. Mini-Region/Multi Chapter Event (Phil said he would help)
  - The board agreed to discontinue pursuing due to resource limitations and lack of interest by several of the other chapters.

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9. Jo reported that Bob Jalio agreed to help with the Student Chapter and also to assist on the BOD in another capacity.
  - Due to Student Chapter efforts being cancelled, Jo and Fred to pursue for a position on the BOD.
10. Identify additional locations for holding future classes.
  - Suggestions have included TracStar, and Chep
  - Pam Kane suggested that Ocean Design could also be used
11. CBar items:
  - Membership retention criteria were supposed to change for CBar; Tawana confirmed via email that this metric will not change for this year's CBar.
  - Student Paper Competition – Tawana confirmed via email that the 40 points will be removed from the CBar criteria this year since it is no longer available.
  - Jo sent an email blast to the e-vite list asking for any individuals that had a technical book or article published - No response was received.
12. Jo emailed Sherry Reeves at MACF to see if they can share Marketing analysis for education needs in the mid-FL area. Jo to follow-up.
13. Pam Kane was invited to the SE District meeting but had other plans and was unable to attend.
14. Jim emailed Phil the information for the 17 education classes conducted this year.
15. Newsletters – Jo reported that all 4 were verified and sent to Phil to update the metrics.
16. Metrics for the number of new companies that were contacted during the year need to be given to Phil – Jo will work with Fred and provide.
17. CSCMP – Denise reported that their website is not updated and she will put up links when their new board and information on their website is up and running.

## **Director's Reports**

### **District/National Update:**

1. Fred attended the June Southeast District meeting in Louisville, KY
  - Paul was unable to attend.
2. Next district meeting will be in Charleston, SC – Oct 23 & 24<sup>th</sup>.

### **Financial Report/Update:**

1. Phil reported:
  - Cash in account = \$39,815.93
2. Updated Metrics were reviewed in detail. Phil to update and re-send for review and to Denise for website posting.
3. The BOD agreed to make a donation to the Scholars program for the conference since we will not be using the money previously set aside for the Student Chapter.

### **Education**

1. Jim was no available so no updates were provided. Need to know the following:
  - CPIM & CSCP Course Schedule
  - Lean MFG and Global Sourcing classes
  - Train the Trainer and Instructor Certification process
  - Instructor Fees and Education SOP (see above).
    - i. Still need a proposal for BOD to review

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**Membership Report/Update:**

1. Fred reported that he published the May membership numbers before the meeting. The results are as follows:
  - We ended **May** with a Membership Count of **117**.
  - We lost 4 and gained 4 for a net loss of **0**.
  - *Membership charts are on the last page of these notes.*

**Website:**

1. Denise still get with Sachin for transfer

**Programs:**

1. Jo gave an update.
  - PDE schedule for 2009 -2010
    - Still need joint meetings confirmed with the other organizations.
    - Still need details for Sept. meeting with Jacky Beltran at Work Force Central FL.
    - Still need program for May.

**Marketing:**

1. Malaina got another newsletter out in May; great job.
2. Need to coordinate marketing efforts with MACF and CSCMP
3. Need to have our meeting in the APICS magazine and the BizJournal as well as the CFB in Monday's Orlando Sentinel.
4. Company coordinators contacted in May and have agreed to stay on.

**New Business:**

1. Fred ordered and distributed the new name tags for the 2009/2010 BOD
2. Transition meetings still to take place:
  - President/President Elect – Jo to Fred
  - Membership – Fred to Pam – *done on 6/17*
  - Programs – Jo to Jean & Roy
  - Education – Jim to Malaina
  - Website – Denise to Sachin
  - Secretary – Denise to Paul – *requested but not yet scheduled*
3. BOD voted to sponsor two 2008/2009 BOD members to attend the APICS conference in October 2009;
  - a. Jo to e-mail Denise and Fred to see if they want to attend.
  - b. Jim is unable and Phil attended in 2008.

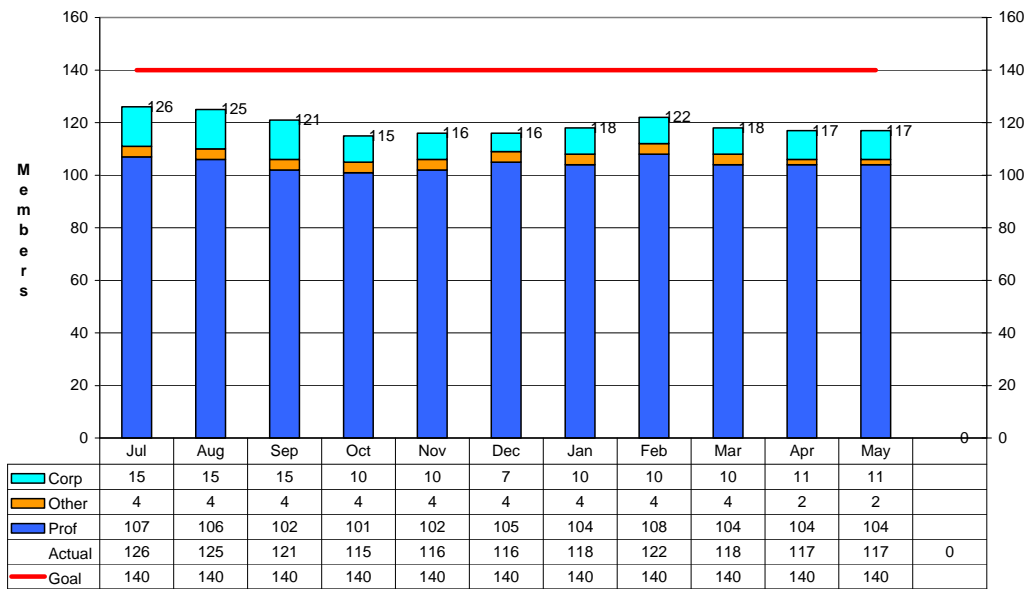
Jo adjourned the meeting at 8:20 p.m.

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

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**Membership Numbers**

**APICS Mid-Florida Chapter Membership**



**Membership Renewal Dates**

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