



Mid Florida Chapter #208
Board of Directors Meeting Notes
Tuesday, July 8, 2008 – *Final*

In Attendance:

Denise Gillespie, Secretary*
Fred Griffith, Director of Membership
Christina White, Marketing Director
Philip Van Dusen, Treasurer*
Jo Fickes, Chapter President*

Absent:

David Buker, Committee
Jim Pullin, Director of Education

* Quorum = ½ of **elected** members of the BOD = 1.5, or 2 people

¹ Via telephone

The meeting was called to order at 6:10 p.m. by Jo Fickes.

Old Business

Review of minutes from last meeting:

1. Preliminary notes from the *June* meeting were corrected and then resent to all BOD members. These were approved virtually.

C-Bar Status:

1. The CMS and CBAR are almost ready to go to the District. A few items remaining include:
 - Combination of the Instructor Evaluations – Cindy agreed to put them into an excel spreadsheet like the meeting evaluations.
 - Final Membership Numbers
 - Final budget and metric numbers

Director's Reports

District Update:

1. Lean Manufacturing Training in July & August
 - Denise to attend Charlotte in July (15 -17th) with Bill Kerber, CFPIM, one of the authors of the series.
 - Jim is unable to attend in July or August
 - Anyone attending August in Orlando will cost the chapter \$250; Jerry Kilty to be the instructor.
 - Denise to see if Chet is interested in the class.
 - Denise & Fred to work up a schedule and program to offer the Lean course by December 31, 2008

Financial Report/Update:

1. The Financial Report through month-end **June** was unavailable and Phil and Cindy still need to get together on the transition.
2. **Still an open issue is the return check for Stop Payment from one student in the July 2007 CPIM class for \$350.**
 - **Jim still needs to get a hold of the person whom he thinks it is.**
3. An update on the Metrics (published electronically) will be sent out once all year-end information is completed.
4. The majority of the meeting was spent reviewing the budget for the 2008-2009 year and an update was sent out after the meeting. This to be finalized and approved at our August meeting.



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Membership Report/Update:

1. Fred reported the membership counts for the month are still pending. Unofficially we started **June** with a Membership Count of **130**.
 - *Membership chart is on the last page of these notes.*
 - We gained 6, but lost 12 members.
 - Fred to present the official year-end numbers when known.
2. Denise (finally) provided Fred with the updated manufacturing membership information she has via the MACF. Fred requested an update from MACF, but they were not willing to share.
 - The team agreed to work with this and discuss in our Marketing/Membership Plan in August.
3. Covidian corporate membership renewal is still being addressed between Fred and Jim; they currently have 5 members.

Programs:

1. Jo presented the topics and schedule of events for the 2008 -2009 program year. All PDEs are now scheduled including for May; Debbie Raton of Darden will be the presenter, the actual topic still to be finalized.
 - Jo reported she met with Dubsdread and reviewed appetizer option menus
 - i. This will allow for more networking time during the appetizers, while having a shortened program meeting.
 - All meetings will be heavy hors d'oeuvres except the joint meeting with IMA /ISM, and the Top Management Night.
 - Jo to see if we can get the coffee and Danish for the Plant Tours sponsored by the hosting companies.
 - The BOD agreed that college student rate of \$10 per meeting should be posted on the PDE schedule.

Marketing:

1. Jo and Christina to get together and learn about using evite.

Website:

1. Denise will be making changes to the website to incorporate the Google tools presented at the Southeast District meeting.
2. Next newsletter will go out for the September Meeting.
 - Denise & Malaina have been in contact in order to transfer this for the 2008/2009 program year.

Education

1. Jim was not available and no updates were provided.
2. The items listed below are still outstanding and need to be provided:
 - Update on CSCP with Valencia Enterprises
 - CPIM courseware changes are scheduled to take place sometime in 2008.
 - i. Jim to advise of this and any new APICS programs coming out.
 - On-line study options and partnering with local college/universities.



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New Business

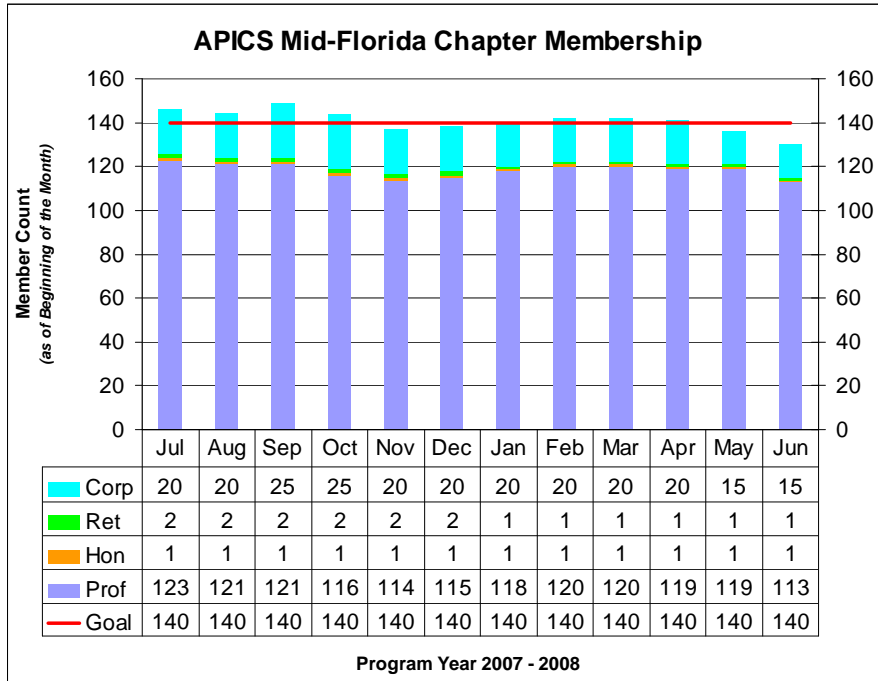
- Jo reported that the Liability Insurance was purchased for the 2008 -2009 program year and that the BOD listing had been updated at the APICS website.
- We briefly reviewed the Strategic Marketing plan and all were asked to review and bring inputs to the next meeting.

Jo adjourned the meeting at 8:07 p.m.

Our next BOD meeting will be on Tuesday, August 8, 2008. We will review our Strategic/Marketing Plan and approve the 2008/2009 budget.

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Membership Numbers



Membership Renewal Dates – (provided post BOD meeting)

Membership Renewel Dates

