

## **Board of Directors Meeting May 20, 2002**

**Location:** Bank of Hawaii 10<sup>th</sup> floor

**Attended:** Carolyn, Robb, Rick, Teresa, Lori J., Sally, Kuuipo, Roy, Larry

**Minutes by:** Larry

**April minutes:** Approved

### **Finance – Robb**

\$7,588.34 current balance (mostly from PMP prep)

Need better advance notice at Plaza Club

Need incentive to RSVP and show up

Don't want to discourage attendance of non-members

Mention "policy" in newsletter

### **Membership – Rick**

Considering renewal reminders

Non-renewals are mostly people moving

Prepare proposal for recruitment recognition

### **Programs – Roy**

Carol in June

### **Special Projects – Teresa**

Roundtable flyer for June 5, discussion review of April

Review process to initiate a local symposium for 2003

Planning session will be scheduled for strategy of local symposium 2003

Sub committee co-chaired by Larry and Roy to develop proposal by Sept.

### **Education – Kuuipo**

PMP Prep., LFA, need Aug 21 Risk instructor for PMP

Lori Kost leaving as PMP chair, recognition certificate and koa note holder

Fee waiver/scholarship for students proposed, \$350 approved

### **Publicity – Lori J.**

Newsletter

Brochure, color format, b/w inside, 350 brochures \$492.18

### **Communication – Larry**

Email has current DEP, Sally briefed on operations

Webpage – slides, minutes, and newsletters current

### **Old business**

Sponsorship to PMI symposium to Larry, if Alan is covered by BOH

Potential workshop opportunities

PMI presentation – Membership & education will cooperate to create PowerPoint

End