

PMI Honolulu Chapter Board Meeting Minutes

August 26, 2002

Attended: Carolyn Yoshihara, Alan Yamashiro, Teresa Newton-Terres, Kuuipo Soliai, Larry Rowland, Robb Gries, Rick Kooker, Roy Uemura, Lori Jansen, Anand Krishnaiah

Minutes approved with corrections.

Finance, Robb - \$13,336.79 balance. No invoice for Rita books (the big shipment). Circulated budget update per PMP prep.

Membership, Rick – Membership update is on the projected growth curve. Emails are being sent to people due to renew. Most turnover is due to moving, transient consultants.

Programs, Roy – September and October programs coming up. Still looking for a speaker at the November annual meeting.

Elections, Roy – Would like to do an electronic election. Will work with Larry to do the ballot via email. Unanimous approval by board to amend by-laws to allow electronic election.

Special projects, Teresa – See handouts. August Best Practice progress assessments.

Education, Kuuipo – All OK. 26 at the PMP Prep. Peggy Wiley will do procurement at next session. No refunds, but will work on a refund policy. No rolling admissions.

Publicity, Lori – Summer edition is out. Looking for material for next issue. Looking for quotes.

Communication, Larry – No updates.

LFA, Larry – 8 participants. No evals yet. Budget discussed later in meeting.

Symposium

Teresa – See audiotape handout. Need to scope with a committee.

Larry – Symposium with Frame as speaker proposed. Work with a committee to plan/scope a meeting given preliminary material. Committee is Ed., Prog, Spec. Prog., and Larry. Take advantage of Frame opportunity.

Leadership – Larry is a no-go. Will we sponsor a board rep to leadership? Discussed use of VP as president elect. Passed – now VP is known as the president elect starting with 2003 elections for 2004 year. Amount dedicated to sponsoring leadership is \$1,500. Teresa, Kuuipo, Carolyn will discuss availability to attend Leadership. Possibility of sponsoring multiple people up to \$1,500.

Budget control – Growing organization. More activity. Propose that project manager keep a lessons learned, submit ongoing changes to board via email for approval. Robb

proposes Draft reimbursement policy and Reimbursement form. Policy was approved by the board.

Chapter files – See handout regarding PMI-LA Chapter files. Is there a need for a secretary? This is not something to be attached to the communication director. Do we need an executive director? Carolyn and Alan will discuss. Larry will look for the old executive director proposal.