

## **Board of Directors Meeting Minutes**

PMI Honolulu Chapter September 23, 2002

Attend: Carolyn Yoshihara, Alan Yamashiro, Lori Jansen, Roy Uemura, Robb Gries, Teresa Newton-Teres, Larry Rowland, Kuuipo Soliai

August Minutes - Approved

**Finance, Robb** - \$14,016.04 Rita invoice arrived. Next time do one shipment to avoid additional shipping and handling cost.

Budget update - waiting for PMP prep receipts, \$15 above cost for Sept. lunch

**Programs, Roy** - Next is Roy and earned value. Branch director at Weinberg Foundation will speak at November annual meeting. Kerstan will be coordinating annual speaker.

Robb caught membership signup glitch

**Membership, Rick** - (Carolyn) 6 new members. Non renewing are moving. PMI national but not local should be approached by Rick.

**Special Projects, Teresa** - Handout. Oct. 2 is last roundtable. Send out notice. The topic is best practices. Draft charter proposed regarding Professional Development Day (PDD) process and eventually deliverable. There are two issues, Frame symposium and PDD. Need additional info (schedule, cost, risk, etc.) for the "special" Frame symposium. There will be a continuation of PDD general process.

Teresa clarified the development of a Best Practices database. Committee determined criteria would act as a screen for what is recognized. Possibly expand to "common" practices/tools.

"Common" practices/tools should be recognize by overall PM and mention applicable

Knowledge Area. Robb is developing the PM Best Practices Recognition Initiative handout.

Inputs should be sent to Robb. In general, special projects as incubator for eventual pass-off to a board position. "Common" practices will stay in committee, Teresa, Robb, Lori.

**Bylaws, Alan** - Email electronic. Approved by BOD. VP as president elect. Roy - Can the VP transition to President not bbe dictated at 1 year? Current option allows 2 years. BOD defeated motion for change of VP.

Finance section striking "constitution". "Unanimous" vote by BOD to fill vacancies. All changes voted to be approved except VP as president elect.

Recommend SIG membership be included in membership report in DEP.

**Education, Kuuipo** - PMP Prep finished. Receipts not all completed. Certificate of Completion handed out to participants. Thanks to all. Ed. finished 4th nonprofit class. October is the last class. Weinberg has done a good job in supporting the classes. Roy - Suggest more orientation toward Weinbergg CEO board members.

**Publicity, Lori** - Need articles.

**Communication, Larry** - Email OK. Webpage needs update for finding speaker presentations from home page.