

PMI Honolulu Chapter, Inc.
MINUTES, Board of Directors
 March 29, 2004 5:30pm to 7:00pm
 567 S. King Street #132 (KS PM Office)

Attending:

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|--|--|---|--|--|
| <input checked="" type="checkbox"/> Alan Yamashiro | <input checked="" type="checkbox"/> Kuu'ipo Laumatia | <input checked="" type="checkbox"/> Rick Kooker | <input type="checkbox"/> Curt Ruotola | <input type="checkbox"/> Carolyn Yoshihara |
| <input checked="" type="checkbox"/> Sally Campbell | <input checked="" type="checkbox"/> Craig Naito | <input type="checkbox"/> Roy Uemura | <input checked="" type="checkbox"/> Sherri Yoshida | <input checked="" type="checkbox"/> Richard Polendey |

Minutes Submitted by Richard Polendey

Agenda	Board of Directors Meeting -- 2004		Action Date
Minutes		<ul style="list-style-type: none"> • Minutes for February 23, 2004 BOD meeting approved. 	
President	Status	<ul style="list-style-type: none"> • Alan reported that the chapter received a Tax Levy from the IRS and has been in communication with the IRS to settle the matter. He mentioned that the chapter was not at risk, since we do not do payroll. 	
Vice-President	Status	<ul style="list-style-type: none"> • A draft "hard-copy" of the chapter By-Laws was presented and distributed. Kuuipo to send soft copy to board for further review. Final Approval of by-laws to be made at next meeting. 	
Finance	Status	<ul style="list-style-type: none"> • As of March 29th the chapter has \$14,400 (net). • The budget was reviewed...no updates/changes reported by the Board. 	
Membership	Status	<ul style="list-style-type: none"> • Current membership at 205 members. • In celebration of reaching a milestone of over 200+ members, it was suggested and agreed that a raffle be held for a member to win a free registration to PDD 2004 in September. Rick to give Alan the names of the current members to be eligible for the raffle at the April 21st chapter meeting. 	
Communication	Status	<ul style="list-style-type: none"> • Each officer will be assigned a PMI-Honolulu chapter email address based on the position. Ex: President@PMI-HonoluluChapter.org. The e-mail will then be auto-forwarded to the officer's personal email address. Benefits include: <ol style="list-style-type: none"> 1. A single place to update/change an email address. 2. Easier for members to remember e-mail addresses for the officers. • An e-mail link was created on the Web site enabling members to RSVP up for the Monthly Chapter meetings. Email is forwarded to program director. • Discussion took place as to what to include in the "Member's Only" section on the web site. Enhancements to include: <ul style="list-style-type: none"> ○ Resume' postings by membership ○ Job Postings • Surveys (both in Member's Only and on general pages) 	
Programs		<ul style="list-style-type: none"> • No Report 	
Special Programs	Status	<ul style="list-style-type: none"> • "Project Management: Today & Tomorrow" was voted as the PDD 2004 theme. • "Call for Speakers" announcement for PDD 2004 presented. To be announced in the newsletter and on the web site. 	
Publicity	Status	<ul style="list-style-type: none"> • It was mentioned that the special award wasn't yet given to Weinberg Foundation. Will plan to have Curt announce/present the award at the April 21st mtg. 	
Education	Status	<ul style="list-style-type: none"> • Alan sent Curt an email that a company is interested in sending several individuals to the chapter's PMP prep class. • Regarding the REP change in reporting PDU's for the luncheon meetings, Alan to send a new form to Roy to start using at the next meeting. 	
Next Meeting		Meeting adjourned at 7:00pm. Next meeting to be held on April 26, 2004.	