

**PMI Honolulu Chapter, Inc.**  
**MINUTES, Board of Directors**  
 April 26, 2004 5:30pm to 7:00pm  
 567 S. King Street #132 (KS PM Office)

**Attending:**

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

Minutes Submitted by Richard Polendey

Agenda	Board of Directors Meeting -- 2004		Action Date
<b>Minutes</b>		Minutes for March 29, 2004 BOD meeting approved.	
<b>President</b>	Status	<ul style="list-style-type: none"> <li>The board approved the "transfer" of the Island of Maui members when a PMI-Maui Chapter is chartered. PMI-Honolulu would still include geographically the State of Hawaii, except for Maui when the chapter is formed. The website will be updated with an "info" block to contact Angela Granger.</li> <li>The draft of the By-Laws will be further reviewed as the copy distributed to the board recently did not have some of the recommended changes.</li> </ul>	
<b>Vice-President</b>		<ul style="list-style-type: none"> <li>No report</li> </ul>	
<b>Finance</b>	Status	<ul style="list-style-type: none"> <li>As of March 29<sup>th</sup> the chapter has \$14,900 (net).</li> <li>The budget "actual to date" were reviewed.</li> </ul>	
<b>Membership</b>	Status	<ul style="list-style-type: none"> <li>The membership milestone raffle for an individual to win a free registration to PDD'04 was not conducted at the April meeting. The winner to be determined via a random selection based on the DEP listing and will be announced at the May 19<sup>th</sup> Meeting...include the newsletter and website.</li> </ul>	
<b>Communication</b>	Status	<ul style="list-style-type: none"> <li>New "Look" to be planned</li> <li>Awaiting CTA's feedback regarding initial enhancements to the website.</li> </ul>	
<b>Programs</b>	Status	<ul style="list-style-type: none"> <li>A speaker for the annual dinner meeting is still being determined. Roy to contact Paul Luersen from CH2MHill to be a potential speaker.</li> <li>The speaker scheduled for May's meeting is Natalie Scott. Still recruiting for a speaker for the June meeting.</li> </ul>	
<b>Special Programs</b>	Status	<ul style="list-style-type: none"> <li>PDD '04               <ul style="list-style-type: none"> <li>Reminder announcement for "Call for Speakers" will be sent again prior to 4/30 deadline.</li> <li>Several potential speakers identified and is still recruiting for a keynote speaker...will be considering the use of the PMI speaker's bureau.</li> <li>In process of recruiting Vendors and Sponsors</li> <li>The PDD registration form is currently in draft.</li> <li>It was decided that payment will be via VISA/MC/Check and to be accepted via postal mail only.</li> </ul> </li> <li>Information/Materials to be included as part of the conference packet should be received early part of September. More info to follow.</li> </ul>	
<b>Publicity</b>	Status	<ul style="list-style-type: none"> <li>Sally reminded board of their input for articles for the STATUS newsletter. Recognition of new PMP's to be a regular feature.</li> </ul>	
<b>Education</b>	Status	<ul style="list-style-type: none"> <li>R.E.P. change in reporting PDU's for the luncheon meetings. Starting with April, the chapter will be responsible for submission to PMI headquarters. Roy</li> </ul>	

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		<p>to modify the meeting sign-in forms for PMPs. Curt will follow-up with headquarters for further clarification.</p> <ul style="list-style-type: none"> <li>• PMP Prep Class: 3 individuals have expressed interest in attending the Prep Class. Planning for a class in fall. As last year, will consider allowing individual who had attended a prep class conducted by the chapter previously to audit the next class for free (subject to purchasing any additional materials as necessary.)</li> <li>• Non-Profit Organization's Project Management Training Classes:               <ul style="list-style-type: none"> <li>○ Planning to conduct one or more per month, with one on the island of Maui or Hawaii.</li> <li>○ Planning to recognize Gailene Wong with a Community Service Award.</li> </ul> </li> </ul>	
<b>HPU Project Management Club</b>		<ul style="list-style-type: none"> <li>• Sujit mentioned this was his last meeting he'll be attending as Student President since he is graduating. He mentioned incoming Student President "Guan" has a couple of years more at HPU and will be able to continue with some of the clubs initiatives, including:               <ul style="list-style-type: none"> <li>○ Continual recruitment for club members,</li> <li>○ The recruitment of non-IT disciplines and,</li> <li>○ Being able to have club members attend the chapter meetings.</li> </ul> </li> </ul>	
<b>Next Meeting</b>		Meeting adjourned at 7:00pm. Next meeting to be held on May 24, 2004.	