



Building professionalism in project management. ®

**Project Management Institute
Honolulu Chapter, Inc.**

MINUTES, Board of Directors
July 16, 2007 5:30pm to 7:00pm
567 S. King Street (cr 609)

Attending:

<input checked="" type="checkbox"/>	Lester Muraoka	<input checked="" type="checkbox"/>	John Higuchi	<input checked="" type="checkbox"/>	Roy Uemura	<input checked="" type="checkbox"/>	Amin Leiman	<input checked="" type="checkbox"/>	Grace Vo
<input checked="" type="checkbox"/>	Richard Polendey	<input checked="" type="checkbox"/>	Alan Yue	<input type="checkbox"/>	Rick Kooker	<input checked="" type="checkbox"/>	Sharon Rundell	<input type="checkbox"/>	Sally Ewing
<input type="checkbox"/>	Larry Rowland								

Minutes Submitted by John Higuchi

Agenda/Topic		Follow-Up / Action Date
2. Minutes	Approval of June meeting minutes.	<ul style="list-style-type: none"> No action taken. Meeting minutes need to be distributed prior to meeting.
3. Finance Director's Report	<ul style="list-style-type: none"> Finance Director's Report distributed Les asked for status of CD – Alan provided status of CD 	<ul style="list-style-type: none">
4. Old Business	<ul style="list-style-type: none"> 2007 Budget moved from new business <ul style="list-style-type: none"> a. BOD Approved motion Alan distributed 2007 Budget sheet <ul style="list-style-type: none"> a. Jan-June 30 - Actual b. July – Dec – Forecasted c. Request BOD to approve budget d. BOD to approve Motion e. Motion seconded. f. Discussion <ul style="list-style-type: none"> i. BOD member had an issue with the expense ii. Should the BOD approve last year budget and the actual as amended? iii. Motion to change to accept 2006 as the budget for 2007. g. Motion passes Yes – 3 and No - 2 4.1 Decision on use of SPROG for other Chapter fee activities <ul style="list-style-type: none"> • Distribute analysis and recommendation on SPROG. <ul style="list-style-type: none"> a. Motion seconded b. Discussion <ul style="list-style-type: none"> i. Real time info ii. Can still pay at the door. c. BOD Approved Motion to use SPROG for other Chapter fee activities. • Decision on partnering with Lavacon for PDD • Discussion <ul style="list-style-type: none"> a. Benefits – reduced volunteer's level of effort, publications reduced, and speakers would be selected 1st by PMI, and 1, 2, or 3 days course offered. b. Questions posed by Les – 1) will this program equal or better value, 2) will it be a break even to the Chapter, and 3) will it add to the image for PMI Honolulu? • Motion to accept analysis and continue to engage discussion with LavaCon. • Motion seconded • Motion Approved. 	<ul style="list-style-type: none">



Building professionalism in project management. ®

**Project Management Institute
Honolulu Chapter, Inc.**

MINUTES, Board of Directors
July 16, 2007 5:30pm to 7:00pm
567 S. King Street (cr 609)

Agenda/Topic	Follow-Up / Action Date
4.3 Discussion on engaging one-day PDU for Pennies <ul style="list-style-type: none"> • Would the Chapter be responsible for the marketing or does it violate our policies? • Motion for Professional Development to continue research of this request. 4.4 Discussion Program Management Day <ul style="list-style-type: none"> • Discussion <ul style="list-style-type: none"> a. Is there an official project management day to coincide with PDD? b. International PM Day is in November. • Motion to form a committee to develop a recommendation for the BOD for a project management day. • Motion approved. 4.5 Motion for V.P. to work w/Sally on 2008 BOD nominations. <ul style="list-style-type: none"> • Motion approved. 4.6 Motion to approve the project to redesign web site based upon submitted project charter. <ul style="list-style-type: none"> • Motion approved. 	
5. Director's Report	•
5.1 Vice President <ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Strongly request all BOD to review draft policies.
5.2 Communications <ul style="list-style-type: none"> • Job postings will be on a weekly basis 	•
5.3 Membership <ul style="list-style-type: none"> • None to report 	•
5.4 Professional Development <ul style="list-style-type: none"> • Non-profit program doing well. • Alan will be the trainer for non-profit course. 	•
5.5 Programs <ul style="list-style-type: none"> • Working well. 	•
5.6 Publicity <ul style="list-style-type: none"> • Committee meet • Bi-Monthly basis to publish newsletter 	<ul style="list-style-type: none"> • Suggest BOD to submit articles • President to submit mid-year report.
5.7 Special Programs <ul style="list-style-type: none"> • No response from Hastings & Pleadwell. A letter will be prepared for Alan to follow up. 	•
5.8 College Relations	•



Building professionalism in project management. ®

**Project Management Institute
Honolulu Chapter, Inc.**

MINUTES, Board of Directors
July 16, 2007 5:30pm to 7:00pm
567 S. King Street (cr 609)

Agenda/Topic	Follow-Up / Action Date
<ul style="list-style-type: none"> • None to report 	
<p>5.9 President's Announcements</p> <ul style="list-style-type: none"> • Maui Chapter request to join us. <ul style="list-style-type: none"> a. Request by Angela Cramer/President of Maui Chapter b. Maui and Oahu Chapters into one Chapter c. Research to continue d. Table all new business except for 6c. 	<ul style="list-style-type: none"> •
<p>6. New Business</p> <p>6.1 Discussion on 2007 Budget</p> <p>6.2 Discussion on Resolutions to:</p> <ul style="list-style-type: none"> a. <i>Revising Monthly Meeting Fee</i> b. <i>Adjusting Program Budget.</i> c. <i>Adjusting Entry to PMI Financial Records for 2007</i> <ul style="list-style-type: none"> i. Motion approved. 	<ul style="list-style-type: none"> •
Next Meeting	Meeting adjourned @ 7:53 pm, next meeting scheduled for August 6, 2007 @ 5:30pm.