



## Project Management Institute Honolulu Chapter, Inc.

**MINUTES, Board of Directors**  
 August 6, 2007 5:30pm – 7:27pm  
 567 South King Street, Honolulu, Hawai'i RM 609  
 Page 1 of 3

**Attending:**

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

Minutes Submitted by Alan Yue

Agenda/Topic		Follow-Up / Action Date
<p>The meeting of the Project Management Institute, Honolulu Chapter, Inc. Board of Directors was called to order at 5:30pm. In attendance were Grace Vo, Amin Leiman, Rick Kooker, Richard Polendey, Roy Uemura, Alan Yue, Lester Muraoka, and Sharon Rundell (via phone)</p>		
<b>Minutes</b>	<p>The meeting minutes from the June 4<sup>th</sup> BOD meeting were not yet received by the BOD, and therefore were not yet approved.</p>	
<p>Alan Yue presented the Report of the Finance Director to the Board of Directors, and it was accepted subject to audit and noted changes. Attached is a copy of the corrected Report of the Finance Director to the Board of Directors, and is a part of these minutes.</p>		
<p>Under “Old Business”, Resolution #2007-07-16-03 “Revised Pricing of Monthly Luncheon Program Forum” was presented by Amin Leiman. The resolution was discussed, and was amended to reflect an effective date of January 1, 2008. The motion to adopt the revised resolution was made by Alan Yue and was seconded by Rick Kooker. The motion was put to a vote of the Board of Directors. Votes in favor of adopting the motion: Grace Vo, Alan Yue, Rick Kooker, Richard Polendey, and Sharon Rundell. Votes opposed to adopting the motion: Lester Muraoka and Roy Uemura. The motion is adopted as amended. A copy of the amended motion is attached to, and is a part of these minutes</p>		
<p>Under “Old Business” the agenda item “PMI Chapter policy on sponsoring “R.E.P’s.” was tabled.</p>		
<p>Under “Old Business” the agenda item “Chapter’s Policies and Procedures review of draft feedback” was discussed. The motion to put the policies into effect if there were no updates was made by Richard Polendey and was seconded by Alan Yue. The motion was put to a vote by the Board of Directors and passed without opposition.</p>		
<p>The Vice-President, Richard Polendey reported on the status of the Region 7 Operations Project.</p>		
<p>The Communications Director, John Higuchi was not present to report.</p>		
<p>The Membership Director, Rick Kooker reported that PMI-Honolulu has stopped our loss of PMP’s, but that we are lagging our Membership goals at 294 members as of 8/6/2007. The new PMI.org website, and DEP are now located in a new place on the website. Emails from Maui</p>		<p>Rick will present a demographics database analysis of the membership at a</p>



**MINUTES, Board of Directors**  
 August 6, 2007 5:30pm – 7:27pm  
 567 South King Street, Honolulu, Hawai'i RM 609  
 Page 2 of 3

Agenda/Topic	Follow-Up / Action Date
chapter were received in reference to combining chapters in some form or fashion. PMI-Honolulu has put this discussion on hold until we decide on the approach on integration. We now have a goal of 3 new members per month instead of 2 per month from previous years.	later date.
The Professional Development Director, Roy Uemura stated that PMI-Honolulu Chapter will be holding a second PMP Exam Prep class this year, between September 22, and October 30. Sharon Rundell stated that Alan Yue had taught a Project Management for Not-For-Profits class for Weinberg, and that there were 6 students. Sharon noted that several members have volunteered to refresh the content. Sharon noted that there were already three (3) registrations already for September.	
The Special Projects Director, Sharon noted that she needs volunteers for PDD2008, but that much depends upon how the LavaCon and New Orleans chapter co-engagement work out.	
The Programs Director, Amin Leiman, reported that Programs, in conjunction with Finance, Communications, and Publicity is developing two events, an early morning and a pau hana. Both will be alternative format events with a focus on professional networking. Amin reported that the speaker for the Nov 14 dinner has been set. The event will be at the Oahu Country Club, as the Pacific Club and Plaza Club do not have enough room. Amin also stated that all speakers for the rest of the year are lined up. Amin to send the list of speakers the Publicity Director.	
The Publicity Director, Grace Vo, reported that the Publicity Committee worked out a bi-monthly publication of newsletter. Grace is seeking program information that could use publicity, and pursue media appropriately. Communications already has a process to send out email notices to Star Bulletin, PBN, Midweek, and Honolulu Advertiser. On a regular basis if something is happening, Grace requested that she be informed and she will do the journalistic duty to write a story where appropriate. The next newsletter will be in September. Elections information is also coming up. We need to start seeking volunteers for PDD.	
The Professional Development Director, Roy Uemura reported that he is suggesting to do a Project Management Week in November 2008. If the BOD approves this, then we may have a "Project of the Year" and "Project Manager of the year".	Roy stated that he will be working to get a charter for the next BOD meeting to start discussion.
The President, Lester Muraoka, stated that a nominations committee has been formed with Sally, Lester, and Richard. Roy Uemura noted that it should be considered to change the bylaws to extend certain officers and directors to multi-year terms. Richard Polendey stated that if a Director or Officer intended to continue on the PMI-Honolulu BOD, to please send a message of intent to continue to <a href="mailto:nominations@pmi-honoluluchapter.org">nominations@pmi-honoluluchapter.org</a> The President stated that there is a grant from PMI for Leadership Institute Meeting, but that PMI-Honolulu may not qualify. The President stated that PMI-Honolulu Chapter has a budget for sending the Vice-president, but additional funds could be used to send another person to attend Leadership Institute Meeting. The President announced that the Region 7 Board has been approached to do a "birds of a feather" initiative to be discussed in at the Atlanta Leadership Institute Meeting. The President announced that The Hi Tech Quest not-for-profit is looking to work with high school students to	



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

**MINUTES, Board of Directors**  
 August 6, 2007 5:30pm – 7:27pm  
 567 South King Street, Honolulu, Hawai'i RM 609  
 Page 3 of 3

Agenda/Topic	Follow-Up / Action Date
<p>do technology projects. The group consists of community leaders and includes leaders with the State of Hawai'i. Initial contact has been made and the President will explore what PMI-Honolulu Chapter can do to help. A teacher coordinator and business mentor will be paired to work with the students. Forms and techniques and how to run projects will be provided. Lester will be distributing information once it is received. Senator Sakamoto is involved in this effort. Volunteers would earn PDU's.</p>	
<p>Under "New Business", both the "Speaker's Bureau Committee" and the "Government Relations Committee" agenda items were discussed simultaneously. Roy Uemura believes that these two committees can help to spread the word about PMI. There is interest at the City and County level on PMI and PMP. The Speaker's Bureau has been part of Publicity in the past. Grace will follow up on this program and to form the program. Government Relations was under Publicity in the past, but only because it was a pet area for a previous Publicity director. Grace agreed to take responsibility for this also. In the past, we budgeted to penetrate government, and to work with legislators to pass legislation for project management, and to improve government's awareness of project management. We can have a government relations director that is non-voting and appointed.</p>	
<p>The next meeting was set for September 10, 2007 at 5:30pm at 567 South King Street. The meeting was adjourned at 7:27pm.</p>	