



Building professionalism in project management. ®

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

MINUTES, Board of Directors
February 11, 2008 5:30pm to 7:00pm
1003 Bishop Street, Suite 2400

Attending:

<input checked="" type="checkbox"/>	Richard Polendey	<input type="checkbox"/>	John Higuchi	<input checked="" type="checkbox"/>	Corey Matsuoka	<input checked="" type="checkbox"/>	Amin Leiman	<input checked="" type="checkbox"/>	Miles Burkart
<input type="checkbox"/>	Lester Muraoka	<input checked="" type="checkbox"/>	Alan Yue	<input checked="" type="checkbox"/>	Rick Kooker	<input checked="" type="checkbox"/>	Sharon Rundell (by teleconference)		
<input type="checkbox"/>	Larry Rowland	<input checked="" type="checkbox"/>	Stacie Nelson						

Minutes Submitted by Corey Matsuoka

Agenda/Topic		Follow-Up / Action Date
2. Minutes	Approval of January 07, 2008 meeting minutes.	<ul style="list-style-type: none"> Minutes approved as corrected.
3. Finance Director's Report	<ul style="list-style-type: none"> Director's report and attachments distributed to BOD Report attachments: balance sheet, Profit & Loss, & Account Detail Report as of January 31, 2008. Working on IRS form 990 	<ul style="list-style-type: none"> All Directors need to send Stacie a Statement of Program Services and Accomplishments" from 2007. It was suggested that this year, the Directors do this before leaving the position so next year's officers don't have to do it without the background knowledge.
4. Old Business	<ul style="list-style-type: none"> No report 	<ul style="list-style-type: none">
5. Director's Report		<ul style="list-style-type: none">
5.1 Vice President	<ul style="list-style-type: none"> Report distributed to BOD 	<ul style="list-style-type: none">
5.2 Communications	<ul style="list-style-type: none"> No Report 	<ul style="list-style-type: none">
5.3 Membership	<ul style="list-style-type: none"> Report posted to website. 	<ul style="list-style-type: none">
5.4 Professional Development	<ul style="list-style-type: none"> Report distributed to BOD 	<ul style="list-style-type: none">
5.5 Programs	<ul style="list-style-type: none"> June General Membership Meeting: Celebration of the 10th anniversary. Tentatively scheduled for dinner on the night of June 26th. 	<ul style="list-style-type: none">
5.6 Publicity	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Articles for next newsletter due March 5th. Myles to send out list of possible topics.
5.7 Special Projects	<ul style="list-style-type: none"> Scheduled Project Development Symposium (PDS) for November 6th through 8th. Signed contract with Jack and Marriott. 	<ul style="list-style-type: none">
5.8 College Relations		<ul style="list-style-type: none">



Building professionalism in project management. ®

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

MINUTES, Board of Directors
February 11, 2008 5:30pm to 7:00pm
1003 Bishop Street, Suite 2400

Agenda/Topic	Follow-Up / Action Date
<ul style="list-style-type: none"> No Report 	
<p>5.9 President's Announcements</p> <ul style="list-style-type: none"> The President presented a 2008 Board and Committee organization chart to the BOD. New positions included Volunteer Management Coordinator and Governance Coordinator. 	<ul style="list-style-type: none">
<p>6. New Business 6.1 Parliamentary Authority</p> <ul style="list-style-type: none"> Motion duly made, seconded and passed: <i>"The parliamentary authority for the Project Management Institute Honolulu Chapter, Inc. shall be "Robert's Rules of Order Newly Revised." The edition to be used shall be the most current."</i> 	<ul style="list-style-type: none">
Next Meeting	Meeting adjourned @ 6:55 pm, next meeting scheduled for March 10, 2008 @ 5:30pm.