



Building professionalism in project management. ®

Project Management Institute Honolulu Chapter, Inc.

MINUTES, Board of Directors
April 14, 2008 5:30pm to 7:00pm
2400 Pauahi Tower, 1003 Bishop Street

Attending:

<input checked="" type="checkbox"/>	Richard Polendey	<input checked="" 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 (by teleconference)						

Minutes Submitted by John Higuchi

Agenda/Topic		Follow-Up / Action Date
2. Minutes	Approval of March meeting minutes.	• Meeting minutes approved with corrections.
3. Director's Report		
3.1 President		
• No actions		
3.2 Vice President		
• No actions		
3.3 Communications		
• No actions		
3.4 Finance Director's Report		
• Report of the Finance Director distributed to Board		• Send out new Web registration links due to change from SPORG to RegOnline reservation system – affects web pages and publicity documents.
3.5 Membership		
• Membership report distributed to Board		• Will look at seasonal adjustments to membership counts and provide report at next meeting.
• Discussion held on volunteer program.		
• Discussion held on positive growth rate for PMI Honolulu Chapter.		
3.6 Special Projects		
• Continue to work on program for PDD. May solidify plan by April 25 th .		• Budget submission to be provided to Board at next meeting.
• April 18 th deadline for “Call for Speakers” – very good response.		
3.7 Programs		
• No actions		
3.8 Publicity		
• Meeting held on April 10 th publicity strategy meeting		• Send John the Intent to Complete Form to create a fillable PDF.
• May 4 th deadline for next newsletter.		
3.9 Professional Development		
• Professional Development Committee Report (April 14, 2008) distributed to Board.		• Send John the Intent to Complete Form to create a fillable PDF.
• Discussion held on Project Manager of the Year program		



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<p>3.9 College Relations</p> <ul style="list-style-type: none"> No action 	
<p>3.10 Past President</p> <ul style="list-style-type: none"> No action 	
<p>4. Unfinished Business</p>	
<p>5. New Business</p> <p><i>5.1 Four Policy/Procedure distributed to Board – Whistleblower Policy, Conflict of Interest, Code of Ethics and Professional Conduct, and Conflict Resolution Policy.</i></p> <ul style="list-style-type: none"> - Motion to be adopted (Alan) - Motion Seconded (Rick) - Discussion held - Correction as noted. - Moved to amend each of the policy for corrections as discussed. - Seconded (Corey) - Vote passed. - Motion to accept the policies as modified. - Seconded (Rick) - Vote passed <p><i>5.2 PMI-ISSIG and PMI Honolulu Collaboration</i></p> <p><i>Motion for PMI-Honolulu Chapter to collaborate with PMI-ISSIG on planning a joint event.</i></p> <ul style="list-style-type: none"> - Motion seconded (Alan) - Discussion held - Vote passed 	<ul style="list-style-type: none"> Alan will send out corrected Policies to all Board Members.
<p>6. Announcements</p> <p><i>6.1 Introduction of Libby Lew – as a Volunteer Coordinator</i></p>	
<p>Next Meeting</p>	<p>Meeting adjourned @ 6:40 pm, next meeting scheduled for May 12, 2008 @ 5:30pm.</p>