

Minutes, ASQ 1313 Business Meeting

Date: 7th October 2008

Location: Original Pizza, Broomfield

Attendees: Janet Mutthersbough, Arnold Miller, Mike Ferraro, Rebecca Jessep, Gerry Naugle

Minutes from the last meeting, **06/25/08**, had been circulated for comment by e-mail. Minutes were approved by voice vote.

Upcoming Meetings:

General Meeting: Thursday, October 23, 2008, 5:30PM, Boulder Days Inn, Boulder

Business meeting: 6th January 2008, 6PM, Original Pizza, Broomfield

New Action Items:

WHO	WHAT	STATUS
Arnold Miller	Verify senior member comparison counts, 2007/2008 from 2006/2007.	OPEN
Arnold Miller	Please contact Collin Gary to obtain a soft copy of the handout from the September 08 meeting and post on the website.	OPEN
Rebecca Jessep	Add the following requirement to the 2008/2009 Business Plan: Support local area quality related conference with 3 members actively involved.	CLOSED
Arnold Miller	Please update the web site address to the actual IP address.	OPEN
Gerry Naugle	For section mailing address, use Janet Mutthersbough's PO Box: PO Box 21595 Boulder, Colorado 80308-4595	OPEN
Ewald S.	Please coordinate with Arnold to ensure that the web site fees are available.	OPEN
Arnold Miller	Please ensure that an announcement is made in the Section newsletter and with ASQ National to include "ASQ" in the e-mail subject when e-mails are sent from the website to ensure that the emails can be classified as "valid mails".	OPEN
Mike F/ Janet M.	Announce to the ASQ group that we need senior members.	OPEN

Previous Action Items:

NO.	WHO	WHAT	DUE
1	Gerry Naugle	Confirm the actual mailing address for the section. What is the PO box number and who has the key? <i>Note – the section does not have a PO Box, currently. Use Janet's PO box.</i>	CLOSED
2	Mike Ferrero	Call new members to advertise the agreed membership offer to the first five members joining Section 1313 will receive \$50 towards membership.	OPEN – Due for 6 th January 2009 Meeting
3	Ewald Schelert	Add "New Member Scholarship" to the section budget.	OPEN – Due for 6 th January 2009 Meeting
4	Ewald Schelert	Please send an e-mail to Gerry Naugle, Mike Ferrero, and Mike Chapman to notify when the books are ready for review. Cc. Wells Lange	CLOSED

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Chair Reports:

Chair

Next business meeting = 6th January 2009, 6PM, Original Pizza, Broomfield

V Chair & Auditing

No Updates

Certification

No Updates

Education

No Updates

Examining and Recert.

No Updates

Internet

1. Require \$50 per year for the hosting fee and domain name for the website.
2. Please ensure that an announcement is made in the Section newsletter and with ASQ National to include "ASQ" in the e-mail subject when e-mails are sent from the website to ensure that the emails can be classified as "valid mails".
3. Please contact Collin Gary to obtain a soft copy of the handout from the September 08 meeting and post on the website.
4. Please ensure that an announcement is made in the Section newsletter and with ASQ National to include "ASQ" in the e-mail subject when e-mails are sent from the website to ensure that the emails can be classified as "valid mails".
5. Work being done to the email server and communications ongoing with ASQ national to improve connection to our section website.

Membership/ New Member

No updates

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Newsletter

The October newsletter is on track. Gerry needs to add the updated programs list to the newsletter. Forward the October newsletter information to Arnold Miller by the 13th October 2008.

Programs

Autumn schedule for tutorials:

October: ASQ Regional Councilor for the FD&C Division, Ed Arling

November: Excellence in Product Development, Rebecca Jessep

December: Gerry – Purchase 30 tickets to the Boulder Dinner Theatre. Discount the tickets to charge \$19 per person. Announce the event in the October newsletter and during the October meeting.

Spring '09: Quality Board Game, Guy Harris

Spring '09: Recertification, TBD

Spring '09: Series of Tutorials, Ron Sedlock

Other topics: CPEX, Hardware/Software quality working together in the industry (Janet M.)

Publicity

Owner: Larry Derouin

No update.

SMP

Updated 2007/2008 Actual status.

Treasurer

No updates

Secretary

Meeting minutes are accepted.

Discussion of Old Business:

Reviewed historic meeting action items & updated status.

New Business: No updates.

Submitted by: Rebecca Jessep