



Vision: To be the Austin area’s leader, advocate, and visionary source of quality and progress towards excellence

Mission: To sustain and contribute our resources to the membership and community by promoting and providing professional learning, mentoring, networking and supporting quality efforts.

To seek supporters and achievers of quality endeavors and recognize their accomplishments.

To demonstrate our beliefs, we practice what we preach through internal quality initiatives aimed at continual improvement.

Attendance

	2015	01/11	02/10	03/10	04/07	5/11	6/08	7/06	8/03	8/31	10/12	11/02	12/05
Chair	Cindi Manning	X	X	X	X	X	X	X		X	X	X	X
Vice Chair	Norma Antunano	X	X	X	X	X	X	X	X	X	X	*	X
Secretary	Jim Johnstone	X	X	X	X		X	X	X	X	X	X	X
Treasurer	Francisco Russi		X	X	X					X	X	X	X
Arrangements	Tracy Nichols					X							
Audit	Tony Perez												
Certification	Mike Harkins	X	X	X		X		X	X	X		X	X
Education	Norma Antunano	X	X	X	X		X	X	X	X	X	*	X
Examining	Forrest Breyfogle												
Internet Liaison	A.J. Scotka	X	X	X	X	X	X					X	X
Membership	David Wight				X	X		X		X	X	X	X
Newsletter	Kevin Byckovski												
Nominations	Eva Esparza	X	X	X		X	X	X	X		X	X	X
Proctor	Andrew Davison												
Programs	Ileana Isern	X	X	X	X			X	X	X	X	X	X
Publicity	Eva Esparza	X	X	X		X	X	X	X		X	X	X
PAR	Todd Minnick	X	X	X		X	X		X	X	X		X
Recertification	Rob White				X					X			
Placement	Megan Oertel	X	X	X	X	X	X	X	X	X	X	X	
Historian	Pete Courtois	X	X	X		X			X	X	X	X	X
Voice of Customer	Scott Berman	X	X	X	X	X	X	X	X	X	X	X	

- By Telephone

Additional Attendees (this meeting): None

Meeting Location: Marie Calendar’s Gateway Plaza, Austin, TX

Open and New Action items per this board meeting:

2015 Action Items					
Item	Date Assigned	Owner	Description	Due Date	Status
51	Aug 31	Francisco	PayPal /Credit/Prepay system for meetings	Nov 1	Let stand until end of year.
52	Oct 12	Francisco	Where to put the video	Dec 1	
53	Oct 12	Eva	Research best way for us to register and collect funds for events.	Dec 1	
54	Oct 12	Jim	Blurb for Linked-In page	Oct 12	Did not arrive in time, CLosed
55	Oct 12	Todd/Mike	Are we OK to reimburse members who certified after taking ACC course?	Nov 1	Rebate is OK with ASQ since it is a refund of their fee and not membership dues. Mike revised the procedure to allow us to revoke tis procedure at any time
56	Dec 5	Jim/Pete	Submit Final Plan and Balanced Budget to ASQ	Dec 15	Budget needed approximately a \$100 adjustment in expenses to Balance
57	Dec 5	Francisco Russi	Set up time to transfer Bank Accounts to Pete and Jim	Jan 22	
58	Dec 5	Cindi Manning	Give David Estes the Key to the storage unit	Jan 10	
59	Dec 5	Curtis Ford	Analyze VOC data from 2015	Jan 11	
60	Dec 5	Curtis, David, Tril	Submit pictures and E mails for inclusion on Web site	Dec 31 V2	You will be given an E mail alias at ASQ.org

1. Meeting started at 8:00 AM Saturday, Dec 5, 2015. Quorum was present,
2. Cindi Manning was presented with a Pst Chair Pin for her service to our ASQ section.
3. New board members Curtis Ford (Good Works) , and David Estes (Arrangements) were introduced to everyone
4. Francisco Russi reported the November Education event made money
 - \$ 103.36 badges/certificates
 - \$ 29.75 color copies for Feedback Forms
 - \$ 801.79 gift cards For Speakers
 - \$3,612.24 Hotel Food and AV Rental

Total expenses: \$ 4,732.72

Total collected: \$7, 276.61

Profit: \$ 2,543.89

Mike Harkins was able to get printing of the programs from ACC by donating two admissions to them.

Norma Reported that feedback for the event from attendees was very good

5. Eva Esparza announced the Francisco had agreed to be the Historian in 2016
6. Jim Johnstone reviewed the current Society environment and strategic plans as well as the Section environment and committee input on planned member value creation for 2016. (See Attachment).
 - a. Board Members added their ideas for new member value creation which were recorded in the attachment.



2016 planning
meeeting v2.pdf

- b. Board Members also listed their dependencies on each other for completing their planed projects.
7. The 2016 Budget was adjusted and balanced to within approximately \$10o of balancing
 - a. The board agreed to only publish electronic versions of the section newsletter in 2016 and notify members with no e-mail address via postcard. This reduces printing and mailing costs for the newsletter.
 - b. The board agreed to have 7 general member ship meetings with a program. The December meeting will be our annual Dinner, In November we will focus on our education event, and no meetings planned for June, July or August.
 - c. The board agreed to budget an average of \$600 per General meeting for meeting costs. David Estes is researching new venues and menus that fit within that budget.
8. Action items are
 - a. Complete the handoff of all financial and banking materials to the new officers which will happen in January. Francisco to set this up.
 - b. David Estes was given the projector, screen, and meeting bag by Jim and will be given access to the storage unit by Cindi
 - c. New Board Members were asked to submit pictures and e mail addresses to AJ Scotka so he could add them to the web page

9. Meeting was adjourned at noon.

Next meeting will be scheduled for the evening of Monday January 11, 2016 .

Submitted by,

Jim Johnstone, Secretary, ASQ Austin Section 1414.