



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

	2016	01/11	02/08	03/07	04/11	05/09	07/11	08/08	09/12	10/10	11/07	12/03
Section Chair	Jim Johnstone	X	X	X		X	X					
Vice Chair	Trilochan Das	X										
Treasurer	Pete Courtois	X	X	X	X	X	X					
Secretary/Placement	Megan Oertel	X	X	X	X	X	X					
Audit	Tony Perez											
Arrangements	David Estes	X	*									
Certification	Mike Harkins	X	X		X	X						
Chief Proctor	Andrew Davidson											
Community Good Works	Curtis Ford	X		*								
Education	Norma Antunano		*	X	*		*					
Examining Chair	Forrest Breyfogle											
Historian	Francisco Russi											
Internet Liaison	A.J. Scotka	X	X	X	X	X						
Membership	David Wight											
Membership	Maria Vinhias				X	X	X					
Newsletter	Kevin Byckovski											
Nominations	Eva Esparza		X	X	X	X	X					
PAR/Vice Chair	Todd Minnick		X	X	X	X	X					
Program	Ileana Isern-Flecha		*	*	X	X						
Publicity/Past Chair	Cindi Manning	X	X				*					
Recertification	Rob White				*							
VOC	Scott Berman	X	X	X	X	X						
Visitor	Stephanie Lund						X					

X In Person

* By Telephone

Additional Attendees (this meeting): None

Meeting Location: 720 Brazos St., Austin, TX 78701

Open and New Action items per this board meeting:

2016 Action Items					
Item	Date Assigned	Owner	Description	Due Date	Status
69	Dec 5	Ileana, Pete, Jim	Cost sharing rules for joint meetings to David Estes (APICS meetings). How to allocate costs. (Appendix F)	May 11	Complete
80	Jan 11	David E.	Needs a host company for May, Aug, Sept, and Oct meetings – Trilo connected him to Karylo at Novati Technologies	April 18	Todd mentions that Luminix probably would be willing to do it again.
87	Apr 11	Jim	Need to purchase, and create signage to be used at each event.	June 1	Complete
89	Apr 11	Cindi (with Mike)	Publicize the certification courses.	July 1	Todd to include in the next email blast.
90	May 9	AJ	Add Membership committee to the website	Sept 1	
91	May 9	Jim	Will decide and communicate the date for the July executive committee meeting	June 1	Complete

1. Meeting started at 6:25 PM Monday, July 11, 2016. Quorum was present.
2. Maria made a motion to approve the minute from the last meeting and Pete seconded. Minutes approved.
3. Megan motioned to approve the cost sharing rules for joint meetings. Maria seconded. Jim reminded us that if there is a better way then someone can bring it to the group for review and approval. Cost sharing rules approved.
4. Next email blast will include Certification Class, call for volunteers for membership committee, and Education Event in November. Todd will send out a separate email announcing the Round Rock Express baseball game this Wednesday.
5. Pete reviewed Treasurer's Report (See Appendix A)
6. Todd has agreed to be the ASQ host for the Round Rock Express game in exchange for a free ticket.
7. Maria reviewed the Membership report (See Appendix B). Reviewed Happy Hour event in August. Also looking for volunteers to help with new member packets and greeting new members.
8. Norma reviewed the Education Event in November. We have 6 speakers aligned. We are picking up publicity. It is posted on the ASQ Webpage. The PayPal link is working. There are some issues on the site that Todd or AJ will fix. Jim will publicize the event on the ASQ National Calendar. Mike is going to be helping to complete the brochure. He did a nice job last year. Jim has asked everyone to post to his or her LinkedIn account to help publicize. We don't have any registrations for the event yet. We need Scott to post on LinkedIn and Melanie to post on Facebook and someone to Tweet on Twitter. Jim will contact on these action items.
9. Messages from the ASQ Conference. How to maintain the interest in ASQ membership. Welcoming new members, network events, mentorship. Create opportunities for community

projects. Holding events on other dates and at other times. Also think through other venues. Notes were sent on June 1st.

10. Jim suggests to nominate Curtis Ford to be our chair for Young Quality Professionals Program. Mike just got a new person who contacted him who is new to ASQ. Activities to engage in networking, quality, and mentorship. This suggestion came to us from ASQ Headquarters.
11. Going to send out a notice to existing chairs to see if they want to continue their current positions and the committee is meeting at the end of July. Goal is to have a slate by end of August. We need to encourage our membership to be active. Mike is sending letters out to all of those who just got certified.
12. Do we want to have an August General Meeting? It is hard to plan because of end of summer and start of school. The consensus No.
13. August leadership meeting will be August 8th at Jim's house 6:30. Will not have a dial in option for this meeting.
14. Meeting adjourned at 7:43pm

Submitted by,

Megan Oertel, Secretary, ASQ Austin Section 1414.

Appendix A

Treasurer Report for July 2016

• Checking Beginning Balance (5/1)	\$19,437.47
• Deposits	\$971.87
• Debits	\$1,267.14
• Checking Ending Balance (6/30)	<u>\$19,142.20</u>
• PayPal Beginning Balance (5/1)	\$9.41
• Deposits	\$120.00
• Debits	\$6.12
• Transfer	\$123.29
• PayPal Ending Balance (6/30)	<u>\$0.00</u>
• Deposits	
• ASQ Member Allot	\$748.25
• Cash	\$100.00
• Debits	
• ASQ Conference Reimbursement	\$600.00
• Expenses (Storage, Signs, Meeting)	\$622.14

Appendix B

**SECTION 1414 MEMBERSHIP
June 2016**

SECTION 1414 MEMBERS		
Member Type	Count	Growth %
Associate	36	44.00%
Fellow	4	0.00%
Full	220	6.28%
Organization	1	0.00%
Org Member	2	0.00%
Senior	151	-4.43%
Site	0	0.00%
Student	53	8.16%
TOTAL	467	4.47%

Section 1414 Current Retention 70.47%
Goal: At least 76%

UPDATES
JUNE ALLOTMENT: \$857.75

June 2016			
Member Type	Renewed	New Ben	Unpaid
Associate	3	2	7
Full	7	7	47
Senior	38	1	5
Student	3		21
Site	0		
Grand Total	51	10	80

OTHER INFORMATION

ASQ Summer Happy Hour

When: Friday, August 26th @ 5:30 – 7:30 p.m.

Where: The Dogwood Rock Rose at the Domain (Top Level by Sofas)

Contact: Maria Vinhais @ 512-619-3198

Note: Event is for Members & Friends who are interested in joining ASQ.
Beverages and food are not provided by ASQ.

Bring a friend & let's increase our membership!

Other Notes:

Looking for 2 volunteers for the Membership Committee
to assist with new member greetings and with new member packets.

