



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

	2018	8 Jan	12 Feb	12 Mar	9 Apr	7 May	11 Jun	9 Jul	6 Aug	10 Sep	8 Oct	12 Nov	10 Dec
Past Chair	James Johnstone	x	x										
PAR/Vice Chair	Todd Minnick		x										
Chair	Peter Courtois	x	x										
Secretary	Melanie Berry	x	x										
Auditing Chair	Antonio Perez												
Treasurer	David Estes	x	x										
Certification	Lance Spracklen												
Education	Norma Antunano		x										
Examining Chair	Forrest Breyfogle												
Internet Liaison	Anthony (AJ) Scotka		x										
Membership Chair	Shoshana Bokelman	x	x										
Newsletter Chair	Bharat Matta												
Nominations Chair	Eva Esparza												
Placement Chair	Megan Oertel												
Program Chair	Surendra Patel	x	x										
Publicity Chair	Jack Hartnett												
Recertification Chair	Robert White												
VoC Chair	Scott Berman	x	x										
YQP Chair	Andrew Davison												
Publicity Chair	Jack Hartnett												
Arrangements	Ryan Cho			x									

X In Person * By Telephone /Additional Attendees (this meeting): Ryan Cho
Meeting Location: TX Land and Cattle

Open and New Action items per this board meeting:

2017 / 2018 Action Items					
Item	Date Assigned	Owner	Description	Due Date	Status
136	5/8	All Leadership Members (Jack pls confirm if still needed)	To contact Jack with a list of potential professional orgs for meetup for cross publicity purposes	pend	Pending
137	1/8	Shoshana	To provide Jim with a list of members eligible for fellowship membership	Feb 15th	Pending
138	1/8	Pete	Organization workflow chart and contact list	End of Jan	Closed
139	1/8	Jim	Pre and Post budget analyzation to be shared with Pete	End of Jan	Closed
140	1/8/	Pete	Address CQE online course on ASQ Austin site	End of Jan	Closed
141	2/12	Surendra, Shoshana, Norma, Scott	Create member survey for 2018 ASQ Austin Section Program topics	End of March	Pending
142	2/12	Melanie, Pete	Update Austin Leadership Section Contact list in the officer and chairs list	End of Feb	Pending
143	2/12	Lance	Should our section offer online cert prep course? Should we continue affiliation with ACC?	March 12th	Pending
143	2/12	Lance	Post current Spring 2018 ASQ classes online	ASAP	Pending

- Meeting started 615PM, February 12 2018. Quorum present.
- Jan minutes approved.
- Surendra presented his plan for 2018 ASQ Austin Section Program slide. Requested more ideas for topics to add to the agenda. Discussed the different topics within ASQ BoK and the possibilities of presenting the topics via social media, webinars, presentations, etc.. Discussed how to obtain speakers for the topics and the available budget. Pete suggested creating a member survey to poll what members would like to see. Shoshana suggested mail chimp for the survey. Jim to research speaker for career advancement. Action item 141 created.
- AJ addressed the issue of undeliverable emails within ASQ Austin section. AJ requested to be emailed the undeliverable email notifications in order to analyze the root cause of the issue. Present ASQ Austin members agreed to sending emails specifically to the "asqaustin.org" emails only.
- Present ASQ Austin section members reviewed the pending item section list and closed out items: 138-140
- Reviewed Treasurers report.
- Reviewed Membership report.
- Scott reviewed his VoC report from the last meeting.
- Ryan reviewed upcoming general meeting logistics.
- Pete discussed 2018 ASQ World Conference budget. Shoshana, Jim, Ryan, Norma and Todd showed interest in attending.
- Norma discussed the publicity process for multiple types of ASQ Austin opportunities. The process of completing the publicity form was reviewed. To be discussed for further review and clarification.
- Meeting was adjourned 811PM.