

LV-ASQ
January 2014 Board Meeting Minutes
(January 9, 2014 at Stefano's Restaurant 6:30 PM)

Ruth Barnett
Steve Bogar
Emil Lenchak
Susan Pavelko

Cease Blocker
Tim Foldes
Walt Milinichik
Dick Smith

Barb Blythe
Dave Evans
Chris O'Neill
Rich Wagner

Note: **Bold** denotes those attending

Prepared by: **Rich Wagner**

1) Motions approved:

- a. December 2013 meeting minutes approved with correction to the spelling of Scott Laman under the March Meeting

2) Reporting:

a. Treasurer's Report

- i. Treasurer's report for December was reviewed and approved. See treasurer for report.
- ii. Software package for financial reporting: Headquarters is surveying sections to determine what software packages are in use.
- iii. Chris submitted the budget and business plan to headquarters.
- iv. Discussed the performance of the Vanguard funds. A request was made for Chris to review the performance of the Wellington fund as a possible alternative.
- v. Financial Audit
 1. Due Feb 15
 2. Requires Signature of Cease, Dick, Chris, and two others.
 3. Dave Evans agreed to be part of the audit team.
 4. Audit tentatively set to 3PM Feb6th at Stefano's.

b. Membership

- i. January membership lists not released as of the meeting date.
- ii. Susan distributed a chart showing membership levels for the past year. The totals have remained relatively stable.
- iii. (Update 1/15: Total=444 members, 44 unpaid, 6 new)

c. Education

- i. Tentative schedule from Cease:
 1. Feb.- CQT (Steve Bogar). Dick to contact Steve about scheduling/ advertising this class.
 2. Spring- Root Cause Analysis planned for Dec. 11
 3. April/May- CSSGB (Certified Six Sigma Green Belt)
 4. Spring- Internal Quality Auditor (ref Ruth Barnett)
 5. Mar.- CSSBB (Black Belt), 5day, 37 hour course

d. Schedule for 2013-2014 Monthly Meetings

- i. January – Cease : Historical Perspective of Quality
- ii. February 20th – winery tour.
 1. Quoted Cost from Clover Hill was excessive
 2. Tour to be replaced by Chris O'Neil presenting ASQ's plan for growth and how our section plans to support this effort

- iii. March 20 – Scott Laman- speaker on Risk Management System founded on Quality Tools.
 - 1. Dick has reserved the room at Italiano Delite
- iv. April – Plant tour of Avantor chemical plant in Phillipsburg
 - 1. Cease to contact Avantor to identify dining options for after that tour.
- v. May – Spring workshop preview.
- vi. May- Spring Workshop: Cease discussed several possible speakers and topics. First choice is Micklewright, Dick will contact him. Second choice is JP Magee.
 - 1. There was no response to Cease's last message to Mike Micklewright. Cease will send a follow up message.

e. New Business

- i. Next meeting February 13th