

LV-ASQ
January 2013 Board Meeting Minutes
(January 10, 2013 at Stefano's Restaurant 6:30 PM)

Jennifer Anderson
Steve Bogar
Emil Lenchak
Dick Smith
Chris O'Neill

Cease Blocker
Tim Foldes
Walt Milinichik
Rich Wagner

Barb Blythe
Dave Evans
Susan Pavelko
Ruth Barnett

Note: **Bold** denotes those attending

Prepared by: **Tim Foldes**

1) Motions approved:

- a. December 2012 meeting minutes approved with no changes.

2) Reporting:

a. Treasurer's Report

- i. Treasurer's report for December/January was reviewed and approved. See treasurer for report.
- ii. Our credit card processor requires a policy and awareness program for the protection and security of the credit card information of our customers. Chris provided a policy which was reviewed, approved and signed by the board members present. Copies should be distributed to the members who signed for future referral.

b. Membership

- i. No report was available.

c. Education

- i. The CQPA course was completed.
- ii. Dick is considering offering a six sigma green belt course in the Spring.
- iii. John Laub will teach a two day Pre-Control course beginning on either April 24, 25, or 26.
- iv. March 20 a Problem Solving course will be offered.
- v. Conference ideas for May 17-18- Ruth showed a cost analysis of a presentation by Forrest Breyfogle III. It is about a break-even proposition for the expected attendance. Six Sigma guru named Kicab Catanda-Mendez was still on vacation. Ruth was able to contact him after the meeting. Via emails, the board decided to engage him for our conference.

d. Schedule for 2012-2013 Monthly Meetings

- i. Jan.- Gary Delserro: HALT (Highly Accelerated Life Testing).
- ii. Feb. 21 – Presentation at St. Luke's Hospital
- iii. Mar. 21- Kevin Kimmel, ISO50001 Energy Management at Italiano Delight.
- iv. Apr.- Cease has arranged for a tour of Lehigh Valley Plastics (near Rt. 512, north of 22). Ref Mike Humza
- v. May- open. Possible short preview of the presentation for the seminar to follow the next day.

- vi. Notes: we will need to determine dinner arrangements for after the April tour.

e. Miscellaneous

- i. Dick brought up that Sept 2013 is our turn to host the joint meeting with the Reading chapter. We need to think about a speaker/ topic. One suggested idea is a speaker from the Bethlehem Steel area development council or a tour of the plant and Steelstacks area.
- ii. Future meeting ideas suggested: Training on use of Linked-In, possible by someone from Right Management.
- iii. Board decided to continue membership with the Lehigh Valley Engineering Council for \$100. They are having a dinner meeting in the near future, Rich has details.
- iv. Spencer Smith, a former chapter board member passed away recently. Board approved a \$200 donation to a cancer society in his name.
- v. Board moved the Feb. 14 board meeting to Feb. 13. Still at Stephanos.