

LV-ASQ
February 2012 Board Meeting Minutes
(February 9, 2012 at Stefano's Restaurant 6:30 PM)

Jennifer Anderson
Steve Bogar
Emil Lenchak
Dick Smith

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. January 2012 meeting minutes approved with minor updates

2) Reporting:

a. Treasurer's Report

- i. Treasurer's report was approved. See treasurer for details.
- ii. January's treasurer's report was \$400 too high, this was corrected after balancing the checkbook.
- iii. Our fiscal report is due to National by Feb. 15th. Dick, Cease, Rich and Ruth will review and sign the report next week.
- iv. Motion was approved to move \$3,000 from the checking account to Wellesley Income Fund.

b. Membership

- i. The ASQ Database reports that section 0500 has 418 (393 active + 25 Unpaid) members.

c. Education

- i. Duke Okes' workshop (Spring Conference) is scheduled for Thursday, May 10th. Conference center has been paid for. Ruth will coordinate information distribution to the Philadelphia chapter. Dick will coordinate information distribution to the Reading chapter. Workshop fee will be \$250 for members, \$300 for non-members.
- ii. Reading would like to cross-publicize their seminars to our members and vice-versa.

d. Schedule for 2011-2012 Monthly Meetings

- i. February- Elena Kalbach (OraSure Technologies)- cGMPs for Dietary Supplements
- ii. March- A speaker from Air Products. The Minitab speaker cancelled.
- iii. April- Sam Potter : Process Capabilities (Dick has confirmed) (Speaker is coming from Lancaster so the west side location is preferable)
- iv. May- considering a social event at an Iron Pigs game. A home game is scheduled on our meeting night. Rich will get some details and availability on this. Emil will re-contact Minitab rep as an alternate.

e. Miscellaneous

- i. Next meeting we will consider proposing a slate of officers for the next

year.

- ii. Inclement weather plan – Rich, Ruth and Jennifer will make the decision whether to cancel a meeting. Cancellations will be posted on our website by 3:00 pm the day of the meeting. Ruth will contact speaker in January and Jennifer will contact the February speaker if meetings are cancelled.