

**LV-ASQ**  
**March 2013 Board Meeting Minutes**  
**(March 14, 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. February 2013 meeting minutes approved without changes.

**2) Reporting:**

- a. Treasurer's Report
  - i. Treasurer's report for March was reviewed and approved. See treasurer for report.
  - ii. Our audit was approved by National ASQ.
  - iii. The instructions for revising and using Eventbrite were distributed to the board members most likely to use them.
- b. Membership
  - i. 436 current members, 10 new and 26 unpaid.
- c. Education
  - i. Root Cause Analysis class has been scheduled. Eight students have signed up, 7 thru Eventbrite sign up. Class will be at Residence Inn.
  - ii. Conference is on May 10. Six Sigma guru Kicab Castaneda-Mendez is the speaker. It will be at the Days Inn (formerly Sheraton Four Points).
  - iii. The general meeting will be pulled up to the day before the conference (May 9). It will still be at Stephano's.
- d. Schedule for 2012-2013 Monthly Meetings
  - i. Mar. 21- Kevin Kimmel, ISO50001 Energy Management at Italiano Delight.
  - ii. Apr. 18th- Cease has arranged for a tour of Lehigh Valley Plastics (near Rt. 512, north of 22) starting at 6 pm. Ref Mike Humza. We will arrange to have the meal afterwards at Stephano's which is not far away from tour.
  - iii. May 9- Short preview of the presentation for the conference the next day.
- e. Miscellaneous
  - i. Bulk mailing of the conference invitations: new rules require two stickers to seal our folded flyers. Cease to get trays from the Post Office. More bulk mailing stamps will be needed.
  - ii. Next year's elected officer's names are needed to National by May 15. Dick to end email requesting nominees. Election will be May 9.
  - iii. Next year's schedule – consider asking NJ chapter for speakers they

have used in the past.

- iv. Chris used Eventbrite to survey for feedback on the St. Luke's tour. Majority of responses were good or very good. Will do surveys for future meetings.