

**LV-ASQ**  
**April 2011 Board Meeting Minutes**  
**(April 14, 2011 at Stefano's Restaurant 6:30 PM)**

**Jennifer Anderson**  
Steve Bogar  
**Emil Lenchak**  
**Dick Smith**

Cease Blocker  
Amit Sharma  
**Walt Milinichik**  
**Rich Wagner**

**Barb Blythe**  
Dave Evans  
**Susan Pavelko**  
Ruth Barnett

Note: **Bold** denotes those attending

Prepared by: **Jennifer Anderson**

**1) Motions approved:**

- a. March 2011 meeting minutes (approved as amended with attendees)
- b. March Treasurer's report

**2) Reporting:**

- a. Treasurer's Report
  - i. Report was approved. Separate spring conference data not submitted.
  - ii. APIX still owes money from last joint meeting..
- b. Membership
  - i. 437 Members total. Includes 7 new members.
- c. Spring Conference J.P Russell
  - i. Currently at 51 registrants.
  - ii. Discussed purchase of additional materials (specified 10 extra copies of materials will be purchased.
  - iii. Discussed logistics and break schedule.
- d. Education
  - i. Discussed CQIA refresher course
  - ii. Received Package for Teacher/Instructor certification from a member with a request for class observation by Steve. There was discussion whether approval of this instructor certification will compete with the classes we offer.
- e. Discussed Idea list for 2011-2012 Monthly Meetings
  - i. September—Reading is setting up. Planned at Berkeley Country Club. Speaker and location not finalized.
  - ii. October—Maybe Minitab? (fall or spring)
  - iii. November—Gauge R&R—Decka Manf. Ken Lazuria
  - iv. Other Options
    - 1. Rich-export Compliance
    - 2. Gauge R&R (presentation from a Reading section meeting)
    - 3. Elena Kalbach (OraSure Technologies)-possible presentation of quality in pharma and medical device, or cGMPs for Dietary Supplements., or recent warning letter trends. —Maybe for February meeting
    - 4. Darwin from Reading will contact Just Born
    - 5. Air Products
    - 6. Volunteer Supplier Audits (Mark Bauman)

7. Small sessions with Lean/5S implementation teams (multiple talks at one meeting)
8. East Penn—plant tour. Makes batteries. May be long drive.
9. Yuengling Tour?

**3) Other**

- a. Need to announce open board positions at general meeting.
  - i. Note: Not a requirement for chair to step down after 2 years.
- b. Open Positions:
  - i. Secretary: Currently open, Nominated Jen A and Tim Fields.
  - ii. Vice Chair: Nominate Barb.
  - iii. Chair: Nominate Rich
  - iv. Treasurer: Currently filled position.
- c. Discussed members from other sections attending for credits. Members should be printing meeting scope and bringing for signatures.