

**LV-ASQ**  
**November 2013 Board Meeting Minutes**  
**(November 7, 2013 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: **Tim Foldes**

**1) Motions approved:**

- a. October 2013 meeting minutes approved

**2) Reporting:**

a. Treasurer's Report

- i. Treasurer's report for November was reviewed and approved. See treasurer for report. Chris noted that our report meets the requirements of the proposed ASQ financial controls (ref account reconciliation).
- ii. Chris presented a sample budget using our historical numbers and ASQ National's worksheet.
- iii. Chris shown Eventbrite survey results from the Reading meeting and LVPlastics tour as examples of the kind of feedback we can get.

b. Membership

- i. No update available.

c. Education

i. Tentative schedule from Cease:

1. Nov.14 section meeting- Precontrol preview
2. Nov. 15 Precontrol course is set up @ the Courtyard. We had the minimum 5 people signed up and will have the seminar.
3. Nov.- CQA, no date set yet.
4. Feb.- CQT (Steve Bogar)
5. Spring- Root Cause Analysis planned for Dec. 11
6. April/May- CSSGB (Certified Six Sigma Green Belt)
7. Spring- Internal Quality Auditor (ref Ruth Barnett)
8. Mar.- CSSBB (Black Belt), 5day, 37 hour course

d. Schedule for 2013-2014 Monthly Meetings

- i. November (short version of November training class, topic is Precontrol by John Laub)
- ii. January – Cease : Historical Perspective of Quality
- iii. February – possible winery tour
- iv. March – possible speaker on supplier quality in medical devices.
- v. April – Plant tour of Avantor chemical plant in Phillipsburg
- vi. May – Spring workshop preview
- vii. Dick discussed efforts for a winery tour for February, Clover Hill possible.
- viii. Dick is also pursuing a presenter from the Reading area who has given several different topics including supplier quality and risk based statistical topics in the medical device field.

e. New Business

- i. We will have a board meeting Dec. 12 to finalize the rest of our schedule.
- ii. Emil presented statistics from our website. It lists the top four pages that were visited. They were Home page, full meeting schedule, local courses and employment.