



Olde Colony Section

The Global Voice of Quality™



2016 Meeting Minutes Archive

(Note: Only minutes from June 2016, August 2016, September 2016, October 2016, November 2016 were received for posting. Contact the section historian or section chair if you need further assistance.)

Scroll down to the following pages for the submitted minutes.

June 2016 Minutes

Location: Good Days in West Bridgewater, Ma.

Date/Time: 06/01/16 6:04 pm – 7:12 pm

Attendees Monica Morrissey Ron Field Joe Hanley Sue Ribeiro Rochelle Jones
Jean Patton Nelson Lam Dan Bowman(Kathy) Gerry Quinn

Absentees Aaron Jones Adilson Inocencio Marc Leclair

Discussion Items:

Secretary May minutes accepted.

Chairperson National request for training on Conflict of Interest and Ethics. Joe to follow up.
Would like to attend the September eboard.
Joe has spoken to a lawyer regarding copyrighting of Tony and our webinars.

Treasurer As of 05/31/2016 the current checking balance is \$14,381.96.

Membership Waiting for Adilson to take over membership chair.

May 2016 Numbers

New 5 (welcome, Nelson)

Unpaid 24 (up from 18 last month)

Total 208 (190 last month)

Jumped 18 members over April?? No obvious explanation.

Now only two files from National, combined “allotments and new” and “unit and unpaid”. No explanation from National.

We do have 10 “associate” and 4 “student” members.

Education CQA completed 05/31/16. Exam is scheduled for Saturday.

Programs The May book raffle went to Jason Hinton.

QPS also donated discounted training programs which were won by Kathy Bowm and Nelson Lam.

The next dinner meeting is June 15th and will feature Jean Patton speaking on giving presentations.

Scholarship	<p>Scholarships should have been drawn at the May dinner meeting. Oversight on our part and will be chosen at the June dinner meeting for transparency.</p> <p>Review changes to section 3.9 and changed drawing date to June 1st as well as adding the word “delegate”.</p> <p>Discuss eligibility of associate and student members for scholarships. Should it be limited to members that regularly participate in dinner meetings (2 out of 14).</p> <p>Scholarship procedure was forwarded to National, per their request.</p>
Newsletter	No report.
Cert/Recert	<p>No recerts.</p> <p>11 examinees for June 4th, Dan will proctor with Gerry.</p> <p>Notified BSU that we will no longer be using their rooms for exams, National has decided to offer exams through an independent testing site.</p>
Website	No report.
VOC	<p>5 surveys were returned at the May dinner meeting. The topic had a rating of 4.4 (out of 5.0), the speaker had 4.2, the location was a 3.6, socializing was 4.0, the dinner was 4.2 and networking was 2.0. We will present another survey in the fall.</p>
NEQC Rep	Nothing new to report.
Student Section	It was agreed to drop the Student Section for now (unable to contact the Student Representative).
Process Improvement	Nelson gave a Good Life Kitchens update. Need 10 people and he will try to set it up for Saturday, July 9 th at 4 pm (or we table it until the fall).
New Business	Ron would like to have a speaker regarding internet fraud and how to protect yourself. We will contact the West Bridgewater Police to see if they are available.
Action Items	
Next Meeting	Good Days West Bridgewater August 3, 2016 at 6:00 pm.

August 2016 Minutes

Location: Good Days in West Bridgewater, Ma.

Date/Time: 08/03/16 6:04 pm – 8:10 pm

Attendees Monica Morrissey Ron Field Joe Hanley Sue Ribeiro Rochelle Jones
Adilson Inocencio Nelson Lam Gerry Quinn Ed Miller (guest)
Dan Bowman(Kathy)

Absentees Aaron Jones Jean Patton Marc Leclair

Discussion Items:

Secretary June minutes accepted with attendance corrections.

Chairperson Ed Miller attended as a guest and would like to join.
Nothing else new to report.

Treasurer As of 08/02/2016 the current checking balance is \$18,448.98.

Membership Adilson to take over membership chair in September.
July 2016 Numbers
New 5
Total 215
Monica will ask National to define “proforma memberships”.
Gerry has been dropped from the member access list again.

Education See attached report, highlights below:
CMQOE has started with 9 students. A “thank you” to Ron for coordinating again. There is a \$1648 profit to the section.
The next CQA begins on September 20th, 3 students so far.
Tony cannot copyright his material because he uses a lot of public content.

Programs June dinner meeting was postponed and no book was raffled.
The next dinner meeting is September 21st and will feature Jean Patton speaking on giving presentations.
October – would like to have Internet Fraud Prevention.
November – LinkedIn by AaronJones
January – FMEA by Angelo Scangas

February – Toastmasters by Stacy Shipman
March – The Journey to ISO 2015 by Walter Scholudko
April – Medical Devices by Susan Reilly - pending
May – Metrology by Dan Bowman

- Scholarship** Scholarships were awarded at the June 15th meeting.
Helen Jones won Pool #1 for \$2000.00
Walter Scholudko won Pool #2 for \$1500.00.
There was no applicant for Pool #3.
Updated scholarship to be sent for email vote.
Motion to increase 2017 scholarship amount to \$5000.00. \$2000.00 and \$1500.00 for Pool #1, \$1500.00 for Pool #2 and 3500.00 for Pool #3 accepted.
- Newsletter** No content to add, please send Marc anything you would like to see.
- Cert/Recert** ASQ has taken control of testing, there will be no more BSU and proctoring.
1 recertification submitted that did not follow the application criteria.
- Website** No report.
- VOC** VOCC charter is being revised by Leadership to become an advisory council.
Future focus on web intelligence and data analytics.
World Conference will separate into 4 groups to benchmark.
2014 satisfaction survey learned section members are more like to recommend ASQ than their division counter parts. New members are predominately older and retention efforts should be aimed at older professionals as well.
Qualtrics software package has been updated with a new interface.
- NEQC Rep** Planning underway for 61st conference on October 4th.
Denise Robitaille will be speaking!
- Student Section** It was agreed to drop the Student Section for now (unable to contact the Student Representative).
- Process Improvement** Jean will look into other group activities such as a scavenger hunt at the MFA and a murder mystery in Quincy.
- New Business** Sue Ribeiro has resigned as Treasurer. Monica Morrissey has resigned as Secretary. Joe Hanley has appointed Monica as Treasurer and Sue as Secretary. Both will submit resignation letters per section procedure.
Need to elect officers in September, will Gerry be the nominating chair?
Need to work on Business Plan.
Rochelle brought up that several section members would like to try alternate locations and she has found Niko's in West Bridgewater. We will try it for the September eboard meeting.

Joe brought up the annual “significant other” appreciation outing. We will aim for the Colonel Blackington on October 2nd, Sunday at 5pm.

Action Items

Send Nelson speaker info for September survey
Mark please send out September course info and Boston email
Gerry to send updated scholarship procedure for email vote

Next Meeting

**Niko’s 275 North Main Street West Bridgewater 02379
September 7, 2016 at 6:00 pm.**

THIS IS A LOCATION CHANGE FOR THE NEXT EBOARD!!!

September 2016 Minutes

Location	Niko Bar & Grill 275 N. Main Street West Bridgewater, MA 02379	
Date / Time:	September 7, 2016 / 6:00p – 8:00p	
Attendees	Ron Field Joe Hanley Adilson Inocencio Rochelle Jones Nelson Lam	Ed Miller Monica Morrissey Gerry Quinn Sue Ribeiro
Absentees	Dan Bowman Aaron Jones Marc Leclair	

Discussion Items	
Secretary	August Meeting Minutes accepted with no corrections.
Chairperson	<ul style="list-style-type: none"> • Ed Miller has joined the E-Board • Four (4) people not attending the E-Board Appreciation Dinner. • Email received from Smarter Solutions offering 60 books to the board for donation, if ASQ Olde Colony pays for the shipping. • Michelle St. George would like to begin attending meetings; however, could not attend this month due to personal reasons.
Treasurer	<ul style="list-style-type: none"> • As of 09/07/2016 the current checking balance is: \$20,399.81
Membership	<ul style="list-style-type: none"> • Adilson to take over Membership Chair in September. • September 2016 Numbers Numbers not available at time of meeting • Monica will ask National to define “proforma memberships” • Gerry continues to be dropped from the member access list.
Education	<ul style="list-style-type: none"> • CMQOE is ongoing and has started with 9 students. We are currently at session 12 out of 18. There is a \$1,648 profit to the section. • The next CQA session is scheduled to begin on September 20th. There are four (4) students registered to date. We are unsure if there will be enough registered students in order to run the class. • Requested upcoming course dates from Tony. He will get back to Rochelle as soon as he has dates available. • We have had a number of technical issues which have caused some problems with the CMQOE class. • There has been a payment issue; when the expiration date on the car expires it results in cancelled payments and a cancelled class. The Citrix account is on automatic month-to-month renewal.
Programs	<ul style="list-style-type: none"> • We are pursuing a possible “Murder Mystery” networking event in June of 2017. Need to determine a location (possibility of Sachem Rock in West Bridgewater) and food. Murder Mystery cost is \$30.00/pp. This cost covers the actors and not the venue or food. • The next dinner meeting is scheduled for September 21st at Good Days, West

September 2016 Minutes

Discussion Items	
	<p>Bridgewater.</p> <ul style="list-style-type: none"> All upcoming dinner meetings have been verified other than the October dinner meeting.
Scholarship	<ul style="list-style-type: none"> Procedure being revised to add Section 3.9 / Responsibility & Authority. The procedure to be sent out to the board via email for approval vote. Once approved the procedure will be loaded onto the website.
Newsletter	<ul style="list-style-type: none"> Newsletter was sent via email to the membership. No new content to add, please send Marc Leclair anything you would like to add to the newsletter.
Cert/Recert	<ul style="list-style-type: none"> One (1) recertification successfully submitted.
Website	<ul style="list-style-type: none"> Nothing new to report.
VOC	<ul style="list-style-type: none"> Nothing new to report.
NEQC Rep.	<ul style="list-style-type: none"> The 61st NEQCE conference is scheduled for October 4th. Registration is still open.
Process Improvement	<ul style="list-style-type: none"> Networking activities such as a scavenger hunt at the MFA or a murder mystery in Quincy. We need to locate a venue and decide on food for the event. Cooking class (October 15th, 12:00p – 3:00p), Good Life Kitchens.
New Business	<ul style="list-style-type: none"> Nomination Committee: Gerry Quinn, Jean Patton and Rochelle Jones Slate of officers for 2017: Secretary: Sue Ribeiro Treasurer: Monica Morrissey Section Chair: Nelson Lam We will announce the slate at the September Member Dinner Meeting. Elections will be held at the October Member Dinner Meeting. Business Plan: Awaiting template from National and then we will proceed.
Action Items	<ul style="list-style-type: none"> Joe to find out the shipping charges for the 60 free books. Monica to set Adilson as Membership Chair Monica to follow-up with National on their definition of “proforma memberships” Monica to follow-up on why Gerry consistently gets dropped from the member access list, Jean to pursue the “Murder Mystery” networking opportunity. Jean to verify the October Dinner Meeting speaker Gerry to update Scholarship procedure and send out to the board. Nelson to send out formal email invitation to E-Board members for cooking class confirmation. Joe to send email to Marc to add this to next month’s newsletter
Next Meeting	<ul style="list-style-type: none"> Location of the next E-Board meeting to be discussed at the next membership meeting. Next E-Board dinner meeting scheduled for October 5, 2016 at 6:00pm Meeting adjourned at 7:34pm.

October 2016 Minutes

Location	Good Days 99 South Main Street West Bridgewater, MA 02379	
Date / Time:	October 5, 2016 / 6:00p – 8:00p	
Attendees	Ron Field Joe Hanley Adilson Inocencio Rochelle Jones Nelson Lam Ed Miller	Monica Morrissey Gerry Quinn Sue Ribeiro Michelle St. George Gil Andrade
Absentees	Dan Bowman Aaron Jones Marc Leclair Jean Patton	

Discussion Items	
Secretary	September 2016 Meeting Minutes accepted with no corrections.
Chairperson	<ul style="list-style-type: none"> Nothing new to report
Treasurer	<ul style="list-style-type: none"> As of 10/05/2016 the current checking balance is: \$17,000.79. Made payment to coordinator and Tony for CMQOE.
Membership	<ul style="list-style-type: none"> Membership has not been changed over to Adilson and Gerry continues to be dropped from the member access listing. Monica contacted Mark Crawford, Staff Liaison for our region, still awaiting response. September 2016 Numbers: New Members: 216 38 Unpaid members 2 New members “Proforma memberships”, pending status
Education	<ul style="list-style-type: none"> CMQOE finished. CQA started on September 20th. Waiting on Tony for upcoming course dates.
Programs	<ul style="list-style-type: none"> APICS (Elmore Alexander) confirmed speaker for October Member Dinner Meeting. Murder Mystery still pending.
Scholarship	<ul style="list-style-type: none"> Scholarship procedure (Section 3.9) updated, all accepted. Gerry to forward to Aaron to add it to the website.
Newsletter	<ul style="list-style-type: none"> Some members are not receiving newsletter. Joe to verify member email listing with Marc Leclair.
Recertification	<ul style="list-style-type: none"> One (1) recertification unsuccessfully submitted. Suggested they submit directly to National. Package returned via certified mail. Not proctoring exams, National taking care of this.
Website	<ul style="list-style-type: none"> Nothing new to report.
VOC	<ul style="list-style-type: none"> Nothing new to report.
NEQC Rep.	<ul style="list-style-type: none"> Conference completed. Some post-conference workshops still on-going.

October 2016 Minutes

Discussion Items	
Process Improvement	<ul style="list-style-type: none"> • Networking activities mentioned last month still pending. • Cooking class originally set for October has been postponed to November. Location: Good Life Kitchens.
New Business	<ul style="list-style-type: none"> • 11/12/2016 Regional Leadership training, Sturbridge, MA: Free / Notify Joe Hanley if you would like to attend. • Adilson submitted brainstorming ideas to recruit new members: Reference listing provided. Committee created to pursue options presented with Adilson as Chair of this committee.
Action Items	<ul style="list-style-type: none"> • Monica to set Adilson as Membership Chair, waiting for response from Mark Crawford. • Monica to follow-up on why Gerry consistently gets dropped from the member access list, • Jean to pursue the “Murder Mystery” networking opportunity. • Nelson to send out formal email invitation to E-Board members for cooking class confirmation. • Joe to verify the member email listing with Marc Leclair since some members are not receiving the newsletter.
Next Meeting	<ul style="list-style-type: none"> • Sue set to cast the votes at the October 19, 2016 Member Dinner Meeting • Meeting adjourned at 7:08pm.

November 2016 Minutes

Location	Good Days 99 South Main Street West Bridgewater, MA 02379	
Date / Time:	November 2, 2016 / 6:00p – 8:00p	
Attendees	Ron Field Joe Hanley Adilson Inocencio Rochelle Jones Nelson Lam Ed Miller	Monica Morrissey Sue Ribeiro Michelle St. George Gil Andrade
Absentees	Dan Bowman Aaron Jones Gerry Quinn	Marc Leclair Jean Patton

Discussion Items	
Secretary	October 2016 Meeting Minutes accepted with corrections.
Chairperson	<ul style="list-style-type: none"> Nothing new to report
Treasurer	<ul style="list-style-type: none"> Oct treasurer update: \$104.99 to Joe Hanley for books/Colonel Blackington deposit \$855 to instructor- 1st half CQA \$1540 to instructor - 2nd half CMQOE \$200 to coordinator - 2nd half CMQOE \$98 to Jean Patton - 2 speaker gifts
Membership	<ul style="list-style-type: none"> October 2016 Numbers: Total Members: 218 Unpaid members: 38 New members: 5
Education	<ul style="list-style-type: none"> CQA finished 6th class. CMQOE started on December 15th. Next CQA starts on March 21, 2017 Email blasts for once the new classes are posted.
Programs	<ul style="list-style-type: none"> November – LinkedIn by Aaron Jones January 2017 – FMEA by Angelo Scangas February 2017 – Toastmasters by Stacy Shipman March 2017 – The Journey to ISO 2015 by Walter Scholudko April 2017 – Medical Devices by Susan Reilly (pending) May 2017 – Metrology by Dan Bowman
Scholarship	<ul style="list-style-type: none"> Aaron to upload the new scholarship procedure to the website.
Newsletter	<ul style="list-style-type: none"> Joe to verify member email listing with Marc Leclair.
Recertification	<ul style="list-style-type: none"> Nothing new to report.
Website	<ul style="list-style-type: none"> Website will be working through 2019 (5yr. GoDaddy paid for) Website Builder 8.3 updated
VOC	<ul style="list-style-type: none"> Nothing new to report.
NEQC Rep.	<ul style="list-style-type: none"> Member leader training conducted near Sturbridge, MA on November 12th.

November 2016 Minutes

Discussion Items	
	The details are on the ASQ Olde Colony website.
Process Improvement	<ul style="list-style-type: none"> • Nothing new to report.
New Business	<ul style="list-style-type: none"> • 11/12/2016 Regional Leadership training, Sturbridge, MA: Free / Notify Joe Hanley if you would like to attend. Joe to notify John Conner with any notifications. • Committee created to pursue options presented with Adilson to Chair new members of this committee.
Action Items	<ul style="list-style-type: none"> • Adilson to review the ASQ website for the training. • Jean to pursue the “Murder Mystery” networking opportunity. • Nelson to send out formal email invitation to E-Board members for cooking class confirmation. • Joe to verify the member email listing with Marc Leclair since some members are not receiving the newsletter.
Next Meeting	<ul style="list-style-type: none"> • Meeting adjourned at 6:47pm.