

E-Board Minutes 02/03/04

(No minutes were accepted for January)

Attendees: Dave Gaugler, Roger Berg, Bill Dansereau, Dave Hicks, Gerry Quinn, Monica Morrissey, Paul Looney, Denise Robitaille

Upcoming Meetings:

Feb – Yangtze

Mar – Lorenzo's **NEED TO BRING A LOUDSPEAKER**

Apr – Gary's

May – would like a tour somewhere **NEED A SPEAKER**

Bailey's – June?

- Discussing vacancies in various positions.
- Denise volunteered(?) for vice chair and will try to assist in finding speakers.
- The February newsletter has been sent.
- CMI course is underway
- CQA course application will be closed soon. Not enough sign-ups yet.
- The Bridgewater Moakley Center will allow us to take small rooms without an initial deposit. we can run courses there if we want to. Better prices than hotel conference rooms.

For further discussion:

- Bill can continue to purchase speaker gifts if the bylaws are changed. **(Did we resolve this issue?)**
- Need to plan our yearly e-board activity for the end-of-year SUGGESTIONS?
- Need to have minutes submitted to Dave G. in a timely manner.
- Need someone to work on student branches – any offers?
- Who will maintain the education website. Should we drop it prior to the August renewal date?

Continuation of bylaws review (Started with Article VIII and ended with Article XI)

- Question of 'regular' membership. Section 3.1 from ASQ website defines student membership. Only a student isn't a regular member. Everyone else is regular; senior, regular and sustaining (although sustaining members do not have voting rights).
- Should we define 'regular' in the bylaws? YES!! Gerry will add the definition.
- Need to define duties of the internet chair. DONE. (Dave G. submitted to Gerry).

Next Meeting:

Ask for nominations and vote.

Minutes of E-Board Meeting Tuesday, August 3, 2004

Meeting was held at Lorenzo's in Middleboro. Called to order at 6:10.

In attendance: Richard Anderson, George McBride, David Gaugler, Gerry Quinn, Paul Loonie, Denise Robitaille.

1. We need to update the contact information for the members of the executive board. At the least, we should have phone numbers and emails. Suggestion to pass around list with

information we have currently, at the next meeting, and have members correct and update information. (Action item)

2. Unable to approve minutes from last meeting as they were not made available prior to meeting and secretary was not in attendance. Comment that we need to have minutes sent out prior to meeting with sufficient time to make corrections and be prepared to approve at next meeting.
3. We have a speaker for the September dinner meeting; location will be Lorenzo's.
4. Jerry Quinn will check with Joe Hanley to ensure that everyone has confirmed for the Aug. 14 dinner. (Action item)
5. It has been decided to discontinue the separate domain name for the education committee on the web site.
6. Dave Gaugler will contact Joe to verify that he has sent the necessary letter to national accepting the new by-laws. (Action item)
7. There was discussion about the consequences for the section of accepting the by-laws and a question as to whether or not we wish to create any additional documents. Suggestion to place this on the agenda for a later E-board meeting.
8. Gerry Quinn will extend the contract with Bridgewater State College for certification exams. (Action item)
9. Motion to allocate a sum not to exceed \$600. for the purchase of an LCD projector. Motion was seconded. There was discussion and Dave Gaugler said he has been doing some shopping and feels confident he can get the section a reliable unit for the money allocated. Motion was moved and unanimously approved.
10. We have had one inquiry for the CQE refresher course that was forwarded to Roger Berg.
11. The chair expressed his heartfelt appreciation to those in attendance and his anticipation of a year of great teamwork.

Meeting adjourned at 7:45.

September 2004 Minutes

Location: Lorenzo's Middleboro Ma.

Date?Time September 9, 2004 6:08 – 8:03 PM

Attendees: Dave Gaugler (Chair) Gerry Quinn George McBride
Monica Morrissey Dave Hicks Joe Hanley

Absentees: Denise Robitalle Paul Loonie Dick Anderson

Committee Reports:

Programs: October's meeting is scheduled to be a round table discussion.

Education: Roger has requested RI & Boston sections to notify members of our CQA. He has yet to receive a reply from these sections.

Membership: Monica is unsure of what reports the section needs pertaining to membership the Section requires.

Vice-Chair Denise reports that if the Section pays for transportation she may be able to obtain a guest speaker from California

E-Board Discussion Items:

- 1) The by-laws as proposed by National were approved by the board. Joe Hanley to send a letter to National notifying them of same.
- 2) Dave Gaugler purchased a LCD projector on e-bay for \$596.00.
- 3) Gerry Quinn returned contract to Bridgewater State for use of hall for next certification exam on December 5, 2004.
- 4) Dan Billings, a member, e-mailed several e-board members regarding the state of a Senior Member status he held but wasn't sure of its status because of employments. Monica will deal with ASQ and Dan to resolve the matter.

October Agenda Topics:

- 1) Discuss possibility of merging Education with Boston and Rhode Island Sections.
- 2) Talk about Denise's suggestion that paying air fare from California for a potential speaker.
- 3) Discuss the recently arrived request to supply archive information to National .
- 4) Review membership statistic needs with Monica.

October 2004 Minutes Preliminary Report

Location: Lorenzo's Middleboro Ma.

Date/Time: October 5, 2004 6:08 – 7:38

Attendees: Dave Gaugler (Chair) Gerry Quinn George McBride Roger Berg
Monica Morrissey Dave Hicks Joe Hanley

Absentees Denise Robitale Paul Loonie Dick Anderson

E-Board Discussion Items:

Secretary: The September minutes were accepted unanimously

Education: Roger agreed to recon tact both Rhode Island and Boston Sections to see if they would consolidate education programs between the three sections. A lengthy discussion ensued regarding the state of education in the section as well as the society as a whole. Nothing definitive was decided.

Program: Roger agreed to lead the round table October monthly meeting. It will be an interactive discussion that will involve all attendees. The meeting will be held Wednesday October 20th at Lorenzo's starting at 6:00PM. A discussion followed regarding speakers for the year. The subject was raised about looking for speakers outside of the Quality field. Again no definitive actions were assigned.

Membership: Monica asked the board what types of membership statistics the board required. Joe H stated that he would like to see:

The section Membership total

Number of new members

Number of members transferring in/out of the section

Number dropped from membership

Monica agreed to see if she could pull those figures from National's reports.

Chair Gerry agreed to present the by-laws to the E-Board at its next meeting for the signatures of the Chair and Secretary. Once the signatures are affixed he will forward them to National. They will also be linked to the Section' web-site for the member's attention.

Gerry asked if there were anyone present who would be willing to proctor the next certification exam on October 30th.

Newsletter: Dave H agreed to see that the newsletter was mailed to all members in time for them to plan to attend the monthly meeting. Dave G also stated that he would put the meeting notification on the section's web-site.

Next Meeting: Lorenzo's November 9th. The change in date is due the fact that November 2nd is voting day.