

## ASQ Section 1313 Quarterly Business Meeting

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**Subject:** 6/28/11 - Meeting Minutes - RE: ASQ Section 1313 Business Meeting (Final - Fiscal Year 2010/2011) - Tuesday, June 28th, 2011, 5:15PM

**Date:** Oct 17, 2011 5:13 PM

Attendees: Arnold Miller, Joe Wojniak, Gerry Naugle, John Beachman, Mike Ferraro, Larry Derouin, Mark Soderberg, Rebecca Jessep, Byron Murray, Wells Lange

Excused: Ron Oberle, Guy Harris

Minutes:

1. Old Business - Meeting minutes from 4/18/11 were approved by the Officers and Committee Chairs.

2. New Business -

a. Key Topic: Meeting venue for the 2011/2012 - Aircell is the first request. Rebecca will continue to request approval for this and will communicate to the team by 7/1/11. The Boulder Public Library, Reynolds Branch, is a second choice. John Beachman has also made a request for Covidien EBD facilities.

b. Key Topic: New surveys - team request that a survey be administered between July/August timeframe with focus on previous results from the last survey regarding meeting topics. Programs Chair (Rebecca Jessep) will work on scheduling speakers for tutorials and main speakers for the 2011/2012 fiscal year based on the survey results.

c. Key Topic: Member growth & engagement - Team brainstorming and survey information is recommended to define a strategy for member growth & engagement. This will be discussed at the next ASQ Section 1313 Business Meeting.

d. Chair Update: No update.

e. Vice Chair: ASQ Denver Section Sundyne Tour is on July 15th, 2011. Reservations required to be made by 6/29/11. Contact Arta Doci, ASQ Section 1300. (<http://www.denverasq.org/>). Joe has volunteered to be the point of contact between ASQ Section 1300 and ASQ Section 1313. Strategic objectives are suggested to be defined targeting student membership. Rebecca Jessep is interested to partner with Joe on university outreach to increase student membership.

f. Treasurer: Ewald Schelert - No update. Please transfer books to new Treasurer, John Beachman.

g. Secretary: Melinda Schnoes - No show.

h. Recert: Larry Derouin - Need to recruit for this position as Larry will step down after this year.

i. Publicity/ VOC: Byron Murray - Sending newsletter & meeting notices to local papers & posting on LinkedIn. Suggest to do a targeted survey for speakers / topics for the coming year.

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j. Education: John Beachman - Need teacher for CQI exam in October. Suggest to contact Robert Herhold, Regional ASQ Director. Also need instructor for CQE and CRE. Suggest to contact Denver (Arta Doci) for trainers.

k. Programs: September - December are done.

l. Certification: Wells Lange - There were 9 at the last exams held. The 2010/ 2011 audit will take place in August.

m. SMP: Mike Ferraro to provide file with updates.

n. Newsletter: Picnic - Approved with a minimum of 18 attendees.

Thank you.

Sincerely,  
Rebecca