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| Present: | Elizabeth Robinette  Holly Couch  Harry Rowe  Rick Van Doel  James Li | Call-in:  Joelene Smith-Drake  Crystal Graham  jemmie | |
| Call to Order: | 5:38 pm | Adjourn: | 7:00 pm |
| Next Meeting: | July 9, 2013, 5:30pm | | |

# Announcements

# Agenda

**Secretary** (Joelene Smith-Drake) – 5 minutes

* Past Minutes sent out prior to meeting – **Approved**

**Treasurer** (Crystal) – 5 minutes

* Report
  + $17,000.28 in checking, $9,171.59 in savings, $63,858.98 in CDs and new account for EventBrite/PayPal balance is $3,219.06.
  + Scholarship Chairperson Hady will receive applications.
  + Reimbursement for Dan and CQA instructor completed.
  + Holly still needs an invoice for retractable banners from Dan.
  + Holly to follow-up with Joe about Eventbrite account transfer.
  + Holly and Joelene to get together to get signature cards and information transferred.
  + WCQI committee appreciation event – Larry Arnold/Shirley paid and will need reimbursement.
  + Discussion on what to do with that savings account will occur after the World conference.

**Arrangements** (Crystal) – 10 minutes

* SLC Awards event:
  + June 30, Sunday 3:00
  + Bring a side dish, appetizer and any drinks other than wine
  + Event to be held at Shirley’s home
  + Swearing of incoming board members will also be at this event

**Program** (Elizabeth Robinette via email) – 20 minutes

* September - possibly an audit speaker
* October - PMP – relationship to quality
* November – Root cause analysis
* Dec 12 – Oak hill joint meeting
* January – ISO energy standard
* Feb – Quality Workforce
* March – Historical perspective on quality
* April – Roche tour
* May – Recognition event
* Classes for 2013-2104 need to be completed prior to mailing or idea of listing the exam dates and exams being held in Indy.
* Looking of ideas and people for workshop

**Membership** (Shirley Rohnke) – 5 minutes

* Report
  + April 2013: New members 14, total members 707 (151 do not allow emails), 96 are unpaid
  + Updated Mailchimp with April names

**Education** (Crystal)– 5 minutes

* Report
  + Course done

**Scholarships** (NA) – 0 minutes

* Report
  + Nothing to report

**Publicity** (Crystal) – 2 minutes

* Report
  + **One application needs to go to Hady**

**Web Master** (Joe and Paul) – 1 minutes

* Add James Li and Arpan Bhagat to Indyexec email
* Need to review list to ensure correct people are listed
* **Crystal to check on deceased member through Shirley**
* Social responsible newsletters have been added to website
* 7 quality tools are still in progress to be added to website

**Voice of Customer** (Harry Rowe) – 5 minutes

* Harry sent in an email details of the survey and a PowerPoint of the overall results compared from 2011 – 2013.
* One reason for low attendance to meetings is the location. May need to investigate other options. **Elizabeth to investigate option of moving to Ivy Tech campus.**

**Vice Chair (**Crystal) – 5 minutes

* Business Plan was sent out by Crystal
* **One open item: 1) posting of 7 quality tools on website**
* **Needs to be submitted to National end of August**
* **Need to improve on use and updating of email for indy executives along with pictures and make more visible to members – add to business plan**

**Chair**

* Regional Training Meeting June 8 in Seymour
* **Leader groups need to be updated to National by June 30.**

**Other** – Items for future meetings: Next year (2014) our board members would be transitioning December January instead of June to August. Discussion on what to do with that savings account will occur after the World conference. Additional discussion around the meeting notice data will be brought at future meetings to discuss the charge for the class. Maybe add registration information on the program?