

ASQ St. Louis Section 1304 Board Meeting Minutes

Date: June 8, 2004

Location: Anheuser-Busch Quality Building

Attendees: Brenda Bishop, Dean Greathouse, Bob Deufel, Rob Herhold, Tom Heusler, Steve Howell, Tony Indihar, Steve Mundwiller, Eric Schellenberg, John Seibold, Joseph Styer,

Steve Howell called the meeting to order at 6:02 pm

OLD BUSINESS:

Board reviewed minutes of May meeting. After discussion the board approved the minutes with changes.

Rob Herhold introduced our new program chair, Tom Heusler. Tom introduced himself and shared his background and experience with the Board.

Brenda Bishop reported on the status of the 2004 Mid West Quality Conference. Due to several circumstances it will be difficult to pull together a "quality" conference in the few months remaining. Brenda suggested the Board consider hosting the 2005 Chemical and Process Industries Division (CPID) conference. As a host the St. Louis section will only be responsible for the local physical arrangements. The program and all related expenses will be the responsibility of the CPID.

The board discussed the various options, advantages and disadvantages concerning the hosting of the Mid West or CPID conference.

A motion was made and seconded to discontinue work on hosting a Mid West and devote the section resources to hosting the 2005 CPID conference.

By a voice vote the Board approved hosting the 2005 CPID conference.

Rob Herhold asked about using the new logo on our meeting surveys, and getting an electronic version of the latest survey form. Brenda will send Rob a file. Rob is also working on transitioning his Program Chair duties to Tom. The Sept meeting will feature Graybar and Performance Builders as our workshop and meeting speakers.

Bob Duefel reported he has been cleaning up our history files. Financial records are kept for seven years, all other records are kept for three years.

John Seibold reported a net loss of \$910.84 in our checking account for May. We have not yet received the bill from the Engineers Club for the May meeting, and there are still outstanding education facilities and instructor bills to pay prior to the end of the section fiscal year. Overall the section still maintains a balance of over \$79,000 in a combination of savings, checking, and postal accounts plus certificates of deposit.

John will provide Brenda with credit card transaction fees associated with the Spring Conference.

Joe Styer reported the results of the quarterly audit have gone well. We still need to provide Joe with an additional piece of documentation to allow him to complete his activities. Joe felt we could move to performing the audits on a yearly basis.

NEW BUSINESS:

Steve Howell advised the Board to assure we are working necessary transition activities as a number of people will be in new positions for the up-coming year.

Eric Schellenberg demonstrated the share-point software tool to the board. ASQ national is making this software tool available to the sections. Eric demonstrated the various features of the tool, and provided real time demonstrations of potential uses. Members of the Board felt there would be benefits in using the tool, not only for board members, but as an aid in conference planning.

Cheryl Ferguson provided the following input

Secretary - no report. I have no transfer info for the new Secretary. I didn't receive any and haven't created any.

Newsletter - no report at this time. We will need to dedicate some time in the July board meeting for discussion and implementation of electronic newsletters.

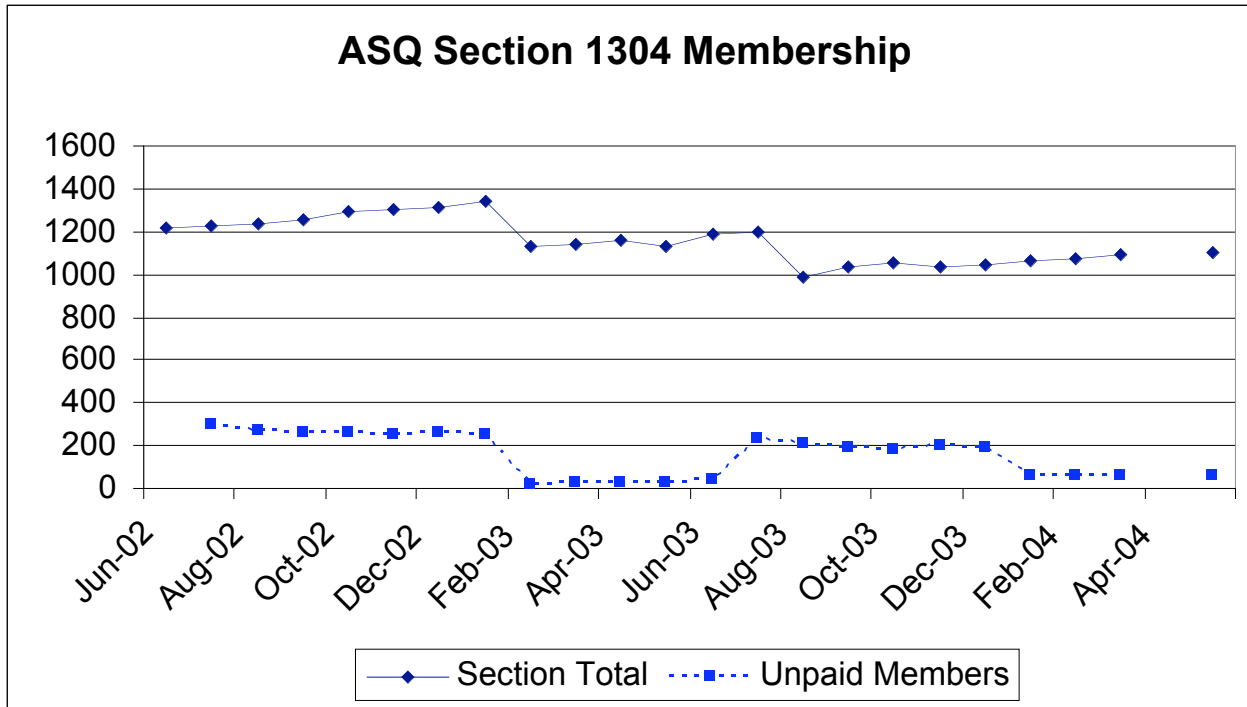
Education - we had about 57 people take exams Saturday and Phillip Russell and 4 other proctors took care of the exams for me. Next exams will be in October.

Attached is Sally Young's membership status

There being no further business Steve adjourned the meeting at 8:00 pm.

Tony Indihar

Attachment 1



Month	Renewed	New Members	Transferred In	Transferred Out	Resigned	Deceased	Section Total	Unpaid Members	Comments
Jun-02		13				3	1217		
Jul-02		25		11	5	2	1225	295	
Aug-02	31	9	1	2			1232	268	
Sep-02	9	23		1			1253	259	
Oct-02	10	39	1				1291	256	
Nov-02	5	17					1307	250	
Dec-02	7	9	1	1			1316	257	
Jan-03	8	18	3				1337	251	
Feb-03	6	14	3				1131	22	
Mar-03		19			1		1143	25	
Apr-03		18			1		1157	29	
May-03		14	1				1133	32	
Jun-03		26					1186	37	
Jul-03	4	23		8	3	1	1195	230	
Aug-03	20	14	2		1		987	212	
Sep-03	23	27			1	1	1031	190	Robert E. Distelrath, retiree passed away
Oct-03	11	25		1			1055	183	
Nov-03	8	7	1				1039	200	
Dec-03	7	10		1			1043	196	
Jan-04	6	16			1		1060	62	
Feb-04	3	18	3	1	1		1073	58	
Mar-04	3	23	1				1090	59	
Apr-04									
May-04	2	22					1101	54	
2002-2003 Total	76	218	10	15	7	5			
2003-2004 Total	87	211	7	11	7	2			