

Meeting was called to order at 5:40 p.m.

In attendance: Brenda Niccum (Chair-Elect), Vicki Jerden (Treasurer & Education), Tony Indihar (Arrangements & Scholarship), Cheryl Ferguson (Newsletter), Tom Peterdy (SMP), Eric Schellenberg (Internet), Joe Styer (Koality Kid & Auditing), Sally Young (Membership), Don Denk (Placement), Bob Deufel (Historian)

Absent: Steve Howell (Chair), Jim Duarte (Past-Chair), Loree Rowe (Program), Connie Sanders (Publicity), Ed Lanser (Recertification), Joe Lonsdorf (Awards), Jim Williamson (MO Quality Liaison), John DiMaria (Secretary), Jim Ebone (Examining)

10/19 in attendance: 53%

1. Minutes of the last meeting were accepted with the following amendments:
  - Correct spellings of names: Eric Schellenberg, Loree Rowe
  - Correct spelling of Koality Kid
  - Change SIU Edwardsville to SIU Carbondale.
2. Treasurer's report
  - Vicki handed out an itemized balance sheet, statement of cash flows, and a detailed list of unpaid bills from last year.
  - Unpaid bills: \$2662 (all from last year)
  - Checks deposited 8/30 \$1500 (From spring courses)
  - August:

Income:	\$2331.36
Expenses:	\$2562.00
Net:	\$230.64
  - Balance: \$83,873.12
  - Need to meet with Chair to discuss CD which matures on 9/23/02.
3. Program
  - All set for September.
  - October's speakers fell through. Have set up Ted Luhrs of AB on Service Quality Contract for the presentation. Loree is working to finalize a workshop speaker or panel discussion.
4. Arrangements
  - All set for September membership meeting. Tony will check on a computer projector & screen for Sally at the Engineer's Club. Tony will miss all Tuesday meetings until December due to a class. Brenda has the receipts and scholarship applications for September's meeting.
  - October membership meeting will be at Yacovelli's.
5. Newsletter
  - Met the deadline for receipt of September's newsletter. Deadline for October's newsletter is Wednesday, 9/11/02.
  - Cheryl asked if we can print photos. We asked her to bring an example so that we could evaluate clarity.
  - Advertising: Steve Sanders would like to buy a full page ad again in each issue. It is currently unclear whether we made money on his ad last year. Some board members are uncomfortable with Steve's ads. East Central College is also inquiring about ad rates for the newsletter. They have a new quality program they'd like to advertise. After much discussion Cheryl was asked to bring a proposal for an advertisement policy to the next board meeting for discussion.
6. SMP
  - Plan went in on time. No concerns from board members present.
7. Education
  - Refresher classes scheduled to start in late August/early September cancelled.
  - Refresher classes scheduled to start in late September/early October are set up at Florissant Valley Community College. Instructors have been arranged. Registrations are currently lacking to hold any of these courses.
  - All spring courses have been tentatively scheduled at Florissant Valley.
  - Certification tests have been scheduled at the Engineer's Club.

- Sally Young talked to Randy Baker and he appears willing to assume the Education Chair.
  - Education Redesign: No report.
8. Internet
- Earthlink has been counting hits, page views, etc. on our web page. Eric provided a page of statistics.
  - A separate password protected area has been set up for board members, but there is nothing in it as yet. We need to decide what to put in it.
9. Examining
- Jim now has a membership list which he will use to determine who might be eligible for senior or fellow upgrades.
10. Koality Kid
- Still no activity from Shiloh school.
11. Membership
- As of 8/31: 962 paid. 1176 total.
  - 46 seniors, 5 fellows
  - August: 9 new, 1 transfer in, 2 transfer out
  - July: 25 new, 0 transfer in, 11 transfer out
  - Retention has been hovering around 80% for the last several years.
  - Growth has been negative over the last several years. The section peaked in 1997 at around 1600 members.
12. Placement
- No activity from employers or recruiters.
  - Suggestions from the floor:
    - i. Add lines on web page saying how many new jobs are posted on [STLBESTJOBS.COM](http://STLBESTJOBS.COM), [MONSTER.COM](http://MONSTER.COM), Saint Louis Post Dispatch, etc.
    - ii. Add job hunting & resume writing tips to web page.
    - iii. List current job openings on a big board at the membership meetings.
    - iv. Introduce Don at meetings so that people know who to network with.
    - v. Accept applicant ads.
  - Don to bring proposal for applicant ads to a future meeting.
13. Scholarship
- 2003-2004 applications will be available starting at the September meeting.
14. Publicity
- Vicki sent notices for the September meeting to the St. Louis Post Dispatch, the St. Louis Business Journal, Suburban Journals, KMOX and NAPM.
  - Concern was expressed that we haven't seen Connie in a while.
15. Historian
- Bob brought a list of documents which should be included in the historical records. They include:
    - i. Minutes of board meetings
    - ii. Financial reports
    - iii. Year-end Audit reports
    - iv. Officers of record by year of service
    - v. Sets of By-laws of Section 1304
    - vi. Copies of THE MEASURE
    - vii. Strategic plans as defined by SMP currently in effect
  - We are current with our historical records at this time.
  - The by-laws were last updated in 1996. They are substantially in compliance with the model by-laws.
16. Student Section
- Current fee structure:
    - i. Student ASQ members: free
    - ii. Students who are not ASQ members: \$2
    - iii. Non Students: \$10
  - Sally and Jim are working with them on a Spring Conference Tutorial

- Re-iterated with Sally to pass along that we as the sponsoring section, fund a student section. No re-payment is expected or required.

Meeting adjourned at 7:15 p.m.