

ASQ St. Louis Section 1304 Board Meeting Minutes
October 14, 2003

Meeting was called to order at 6:30pm

Attendees: Steve Howell, Jim Duarte, Jim Ebone, Cheryl Ferguson, Joseph Styer, Bob Duefel, Tony Indihar, Sally Young

Board Member Changes: - Steve Howell

Treasurer: The new Treasurer appointed by the Chair, Steve, is John Seibold. john.seibold@anheuser-busch.com Has served as treasurer in other organizations. Works at Anheuser Busch. He doesn't travel much for work, so would be able to attend meetings. Unanimously voted in by the Board.

Education Chair: This position is still open. Brenda and Cheryl are sharing responsibilities until the position is filled. Carter Turnbull has volunteered to Cheryl. The Board agreed to pursue this to fill the position. **Steve will contact him.**

Volunteers: Cheryl Stelter at A-B. (Travels extensively)

Chair Reports:

Auditing Chair (Joseph Styer):

- The audit is complete of books for 2002-2003 and accepted at National. They appreciated the work we did on this and our corrective actions we have implemented.
- Laptop computer purchased to keep the financial books on.
- **Rob Herhold and Joseph Styer working on a procedure** to backup the files, with the backup to be kept by the Historian.
- Possibly use this to update coupon usage at the monthly meeting.
- Update Quick Books and add Antivirus and Firewall.

Website (Eric Schellenberg – not present):

- **When you enter the website you get Big Black Background. Joseph Styer to contact Eric on this.**
- **Total hits in September 3706.**

Treasurer (Joseph Styer Reporting):

- The interest for all the accounts come at different times of the year, and in different methods, so much care must be taken for reconciling this interest. Must wait until the interest is paid (realized), before reconciling.
- \$7000 loss this year. Potentially have tutorials 3 or 4 a year to increase revenue. Education is a big source of revenue, if we can build this back up. Membership is the largest source of revenue. Also, go paperless on the Measure. 576 people in June said they would accept emails. **Bring this up at the next Board Meeting.** Put a note in the Measure this month that the board is looking to reduce cost, by eliminating the mailing of the Measure. Raise the cost of the dinner, or cut costs by eliminating the mailing and printing of the Measure. **Steve will put this in the Chair report.**

Chair Elect (Brenda Niccum – not present):

- Spring Conference – April 23. 2 of the 3 speakers are lined up. Jim Duarte and Boeing.
- By-Law Revisions need to be discussed at the next Board meeting. Please review.

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Vice Chair (Jim Duarte):

- Have received a few applications for medals.

Examining Chair (Jim Ebone):

- Dale Besterfield's application for Fellow is being reviewed by ASQ National and expect it to go through without a problem.

Program Chair (Rob Herhold – not present):

- Oct, Nov, and January programs confirmed
- Dec meeting a Plant Tour at Anheuser Busch was cancelled. Jim Ebone mentioned Nenny Marske, from United Van Lines might be a speaker. Possibly a meeting at Trailhead with a speaker from Trailhead or a trivia night. Or maybe tour Fitz's. Maybe something with the spouses. The board really liked the idea of the Trivia night. Tony to find a place for Trivia Night. Board to start emailing Rob Trivia Questions and Rob to follow up on this. The Board brought up that they would like to see more local speakers tell their story (members of the section). Rob to pursue this.

Newsletter Editor (Cheryl Ferguson):

- November deadline is Oct 15.

Koality Kid (Joseph Styer):

- No report.

Historian (Bob Deufel):

- No report.

Membership (Sally Young):

- Handed out membership report. 41 new members and 43 renewed members in Aug & Sept.
- Change in Membership renewals – will change to the date you renew.
- SIU-Carbondale student chapter liaison report. Membership drive - 16 people joined at their meeting. Planning a spring conference - they need presenters. They have asked for a listing of ASQ students in Carbondale. Our database does not say which school the student goes. So our response is no. Dr. Velasco is presenting to the school board to add a new course, Quality Control II for school year 2004.

2004 Midwest Quality Conference – Jim Duarte

- Double Tree by Chesterfield is interested in our program. Jim to go look at it. Currently looking at Frontenac Hilton.
- Jim Duarte to contact John Seibold about the Treasurer to the 2004 Midwest Quality Conference.
- Jim Duarte to contact John Seibold to set up the account for \$3000 seed money to be used for the conference.

Other Business

- Many of our ASQ members are on their own and maybe we could put them on the web as people who could offer their services locally. Maybe put out an ad book for Spring

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Conference. Or sell a copy of your business card in the newsletter. There is already a method in the advertising policy to have your business card put in the measure. **Jim Ebone will write** a letter for the Measure saying that this service is available. Maybe have a board at the meeting to post business cards. **Tony Indihar to look into the board.** Or maybe a slide show running continuously before the meeting.

Next Meeting Tuesday Nov 4, 2003. 6:00 – 8:00p (One week early)

Meeting adjourned 8:33p

Minutes Recorded and Submitted by: Cheryl Ferguson, Secretary