

ASQ Section 1304 Board Meeting – Tuesday December 9, 2003

Agenda & Minutes

Attendees

- Steve Howell – Section Chair
- Brenda Niccum – Chair Elect
- Jim Duarte – Vice Chair
- Tony Indihar – Scholarship Chair
- Dr. Bob Deufel – Historian
- Jim Ebone – Examining Chair
- Eric Schellenberg – Internet Liaison
- Sally Young – Membership Chair
- Joseph Styer – Auditing Chair & Koalaty Kid Liaison
- John Seibold – Treasurer
- Rob Herhold – Program Chair

Agenda

Meeting was called to order at 6:03 pm

1. Review November 2003 Minutes

Minutes were accepted as-written

2. Brenda Niccum – Chair Elect

a. Spring Conference (4/5/03) Update

Randy Baker owes title and topic. Need by 12/16/03.

b. By-Laws Revision

There is a new model. Brenda to review, then ASQ National, and finally Section 1304 membership.

3. Cheryl Ferguson – Secretary & Newsletter Editor

a. January Measure Newsletter – Deadline December 16th

b. Philips & Associates ad in ASQ Newsletter

4. John Seibold – Treasurer

a. 1099 Reporting Form for 2003

Report is due 1/12/04.

b. *Total assets (not including fixed assets) are approx. \$79,200.*

c. *John is now able to view account balances online.*

5. Jim Duarte – Vice Chair

a. 2004 Midwest Quality Conference Update

Date to be determined, but would like to conduct in October 2004. Jim has been talking with Frontenac Hilton. They need a 80% commitment. We need to determine the number

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of meeting rooms needed. The Board discussed having a ballroom and four (4) tracks.

Jim needs help with Programs, Arrangements, and Volunteers. Rob H. volunteered to handle Exhibits and Joseph cover as Secretary.

6. Carter Turnbull – Education Chair

a. Status of classes:

CMI - 5 possible but nothing firm (no forms filled out and sent in). We have a class at Flo Valley - Science & Math room 206. She did not tell me the cost of the room. Patsy did say that it is only big enough to hold 10 people. Thus far, this looks like it will be big enough. I e-mailed her again about the cost of the room. Cheryl was/has going to get the instructor's manual. I have not ordered books yet. Would like to see something firm first.

Have only 1 signed up for the CQM class which starts Jan 7th.

Have 1 interested in the CQE class in April, 2004.

As a follow-up, Carter needs to make a copy of the results from the October exams.

7. Sally Young – Membership Chair

a. SIUE Spring Conference Date – 4/11/04

Sally provided a handout.

b. *We need to understand the “formula” for revenue. John S. and Sally will follow up.*

c. *We have 1,039 members (200 Unpaid).*

8. Jim Ebone – Examining Chair

Dale Besterfield has been approved as an ASQ Fellow

9. Joseph Styer – Auditing Chair & Koalaty Kid Liaison

a. Koality Kid

Joseph requested \$125 for continued membership in Koality Kid. There was discussion regarding to value of this financial commitment. There was an amended vote that; a plan for Koality Kid should be drafted, communicated in the Measure newsletter, and include Koality Kid as a May 2004 meeting topic. This vote passed.

b. Back up plan for financial records

In progress.

10. Rob Herhold – Program Chair

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- a. December Membership Meeting - Trivia Night

We will plan to have 110 questions (25 will be quality-related). Sally will coordinate a scavenger hunt.

11. Loree Rowe – Publicity Chair

- a. ASQ 1304 plaque to display at Engineer’s Club

12. Ed Lanser – Recertification

13. Don Denk – Placement Chair

14. Tony Indihar – Scholarship Chair

Scholarship deadline is March.

15. Eric Schellenberg – Internet Liaison

- a. Internet Reservations

John will check on how we discontinue Payment Tech.

- b. Surveys

Eric will post a “test” survey to our website.

16. Dr. Bob Deufel – Historian

The 2001 Financials were archived.

17. Joe Lonsdorf – Awards

18. Jim Williamson – MO Quality Liaison

19. Tom Peterdy – Section Management Program

20. December Certification Exams

21. Board Meeting Scheduling

22. New Board Member – Dean Greathouse

The Board would like to welcome Dean Greathouse. He has joined the 1304 Board. Duties to be determined, but possible choices are assistance with 2004 Midwest Quality Conference, Awards, Recertification.

23. *We discussed to option of a Saturday morning breakfast meeting.*

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Next ASQ Section 1304 Board Meeting

Tuesday January 13, 2003

6:00 – 8:00 pm

Location: TBD

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ASQ Section 1304 Board Members for 2003-2004

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3. Cheryl Ferguson – Secretary & Newsletter Editor
4. John Seibold – Treasurer
5. Jim Duarte – Vice Chair
6. Carter Turnbull – Education Chair
7. Sally Young – Membership Chair
8. Jim Ebone – Examining Chair
9. Joseph Styer – Auditing Chair & Koalaty Kid Liaison
10. Rob Herhold – Program Chair
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15. Eric Schellenberg – Internet Liaison
16. Dr. Bob Deufel – Historian
17. Joe Lonsdorf – Awards
18. Jim Williamson – MO Quality Liaison
19. Tom Peterdy – Section Management Program
20. Dean Greathouse - TBD