



Meeting Minutes

23 June 2004

Blue Ox Tavern

5:45 PM to 6:30 PM

Members arrived and talked among themselves. It was identified that the night's speaker (Maureen Fox) was not going to be able to attend. The Chairman, Matthew Maio opened the meeting and informed all that ASQ HQ has mandated the signing of a SOA (Section Operating Agreement) and that our section bylaws could not be located.

The discussion continued and several points pertaining to the SOA were presented:

- Section Leadership had agreed to adopted the SOA by having the Section Secretary sign it and return it as required to ASQ HQ, however this is with some issues
- One issue was with the posting of a section yearly budget
- Another issue raised was the question of what is the value added of this agreement and some of the decisions ASQ has made recently in conducting Society business
- What are the potential conflicts with this agreement and the conduct of our section to date?
- Matt had indicated that he has sent the question of modification of this agreement to Mr. Ken Case at ASQ HQ
- Garabet highlighted the fact that our section can create additional bylaws as long as they don't conflict with the SOA
- The SOA identifies 4 elected positions and the rest are appointed; the elected officers of the Section shall be a Section Chair, a Section Secretary, and a Section Treasurer. Additional elected officer positions may be determined by this Section (i.e., Section Chair-Elect, or **Section Vice-Chair**). We have a Section Vice-Chair. The Chair shall appoint Committee Chairs for an Auditing Committee, Membership Committee, and Nominating Committee. Additional committees, such as Programs Committee, Education Committee, and Certification Committee, may be established by the Section

After the SOA discussion was tabled, Connie Suckling was asked to be the Nominating Committee Chair and she accepted.

The next item discussed was the idea of the section holding a certification prep course open first to our members and second to outside local ASQ Sections (with outside members sharing some of the cost burden). This course is to be funded primarily by the section, with all attendees paying for their own materials. This idea was well received and a vote was



conducted to determine which certification course would be most popular. The results of the vote are provided here:

| Course Title | Votes |
|--------------|-------|
| CQA | 3 |
| CQE | 1 |
| CQM | 8 |

It was decided that CQM would be the choice.

The last topic of discussion was, ASQ’s decision to allow ASQ Membership (part of a division) without belonging to a section and how this might affect section funding from ASQ HQ. It was agreed that this may affect our operating budget in the future.

Meeting Presentation:

N/A

Meeting Attendance:

Meeting attendee’s numbered thirteen to include members and a guest. Members in attendance included; Matt Maio, Garabet Kassakhian, Barbara Ground, Mark McQueen, David Hauck, Fred Watstein, Larry Abernathy, Charles van de Pulte, Connie Suckling, Jeanne Wightman, David Hewetson, and Spencer Adams.

Closing:

Members were thanked for their attendance and participation and the meeting was adjourned.