



**ASQLV 0705  
Agenda / Minutes**

**Planning Date: 15-Feb-2005**

**Recorder:  
Mark McQueen  
ASQLV Secretary**

<b>Meeting Date:</b> 16 Feb 2005	<b>Location:</b> Blue Ox Tavern
<b>Start Time:</b> ≈1800 Pacific	<b>End Time:</b> ≈2000 Pacific

**Requested Attendees:** All RSVP'd Members + Speaker or Tour Guide, Additional Attendees and Guests  
**Actual Attendees:** From the Attendee Signed Attendance List - Posted on the ASQLV Web Site under Section Events

Ref No.	Topic	Lead / Facilitator	Type	Expected Outcome / Minutes	Time (min)
<b>Required Topics:</b>					
1	Members, Guests, and Speaker	Secretary	A	Sign in (print name) on the Meeting Attendance sheet provided	≈15m
2	Meet and Greet/Food Orders	Angie	A	From the Blue Ox Menu	≈30m
3	Welcome	Chairman	I	Greet attendees as they arrive and as a group	On-going
4	Section Business:	Chairman	I/S	Section Leadership positions identified: Chair, Vice Chair, Secretary, Treasurer, Audit Chair, and Marketing; Needed Membership; Desired Community Liaison – not for help proposed: Opportunity Village & Make a Wish Foundation Others things: <ul style="list-style-type: none"> <li>• Audit/ISO Class</li> <li>• Job postings</li> <li>• Web Link</li> <li>• Quality News and Events - Articles</li> <li>• Recognition for Section Volunteers</li> </ul>	≈10m
5	Speaker Introduction	Program Chair	I	Connie Suckling (Senior Gov't Relation Coordinator NLV) Southern Nevada Home Builders Association	≈5m
<b>Planned Topics:</b>					
6		Speaker	P	Presented the National Housing Quality Certified Trade Contractor Program, slides posted on the Web Site; Handout NAHB Research Center – What is the NHQ Certified Trade Contractor Program?	≈45m

**ASQLV Agenda / Minutes 16-Feb-2005**

Ref No.	Topic	Lead / Facilitator	Type	Expected Outcome / Minutes	Time (min)
<b><u>Required Topics:</u></b>					
7	Speaker Presentation: <ul style="list-style-type: none"> <li>• Certificate and Gift</li> </ul>	Chairman	A	Present the Certificate and ASQ Binder, thanking the speaker for their efforts	≈5m
8	Goodbyes	Chairman	A	Thank those in attendance for being with us.	≈10m
<b><u>Meeting Notes:</u></b>					
N/A					
<b>Total Time</b>					<b>120m</b>

**Agenda Types:** A = Action, D = Decision, I = Information, M = Measurements, P = Program, Rw = Review, Rk = Risk, S = Status, T = Training