

ASQ SECTION 1304- Saint Louis

Minutes of May 14, 2013 LC Meeting

Location-- Yacovellis-- 407 Dunn Rd, Florissant, MO 63031

Call to order: The meeting was called to order at 6:07 pm.

Participants: ***Officers and LC members:*** Rod Toro, Kunita Gear, Jim Ebone. John O'Reilly, Ed Vallorani, Tony Indehar, Katarina Gowins, Gail Keefe (left early), Randy Thompson, Marc LeClair, Cindy Duhigg.

A quorum was present.

Business:

Approval of the Minutes: The April 9, 2013 LC meeting minutes were reviewed and approved.

HQ News: N/A

Officers' Reports:

QMP Goals: (Denise Arthur, Vice-Chair): Attachment #1

Denise presented QMP results. Attendance at April membership meeting was 68 (YTD904). Still need a half day workshop (to be remedied in June – Kim Rochetti, June 8, on Converting to the Healthcare Industry).

ACTION ITEM (Denise): Does 89 attendance average include April?

Board Reports:

Current openings: Programming, Education

Treasurer Report -- (Kat Gowins, Treasurer): Attachment #2

ACTION ITEM (Kat): How was inflow of money from nationals?

ROD: overdue bill from Engineer's Club for \$250. Should be mailed to different address than the Engineer's Club. KAT: just need a check request. Check request was retrieved, signed, and returned to Kat.

Alternatives to the Engineer's Club were discussed.

Membership (John) – John will keep serving until he replaces himself.

Ed: Suggestion to return to e-mail marketing that we used to do. Ed can take that on (in addition to Vice Chair). Rod defers decision until Denise's return.

ACTION ITEM (Ed): Document New Member strategy

Nominating Committee – determines slate, brings before membership. Tradition has been that the Chair elect is the Spring Conference chair (unlike MN Section/Charlotte Sections).

ED: willing to serve but doesn't want to leave the section in the lurch.

Rod: supposed to have a planning session in July. Sometimes this doesn't happen.

MOTION: That elected officers take office 7/1/13 through 12/31/14. Passed unanimously, by a show of hands.

Social Networking –

Marc: Mentioned Young Quality Professionals group, other outreach efforts.

Facebook page – members can just follow.

ACTION ITEM (Marc): Next week, call to action – 10 minutes for rallying membership.

Newsletter – No report

Arrangements – KAT has talked to Kendricks – only need confirmed number (currently 62)

Education (Jesse) – No report

ED: proposes to consolidate class announcements into one e-mail.

Special Projects (Kim) – No report

Certifications/Recertifications (Kunita) – No report. Kunita will continue to serve.

ACTION ITEM: Ask Denise about Express Scripts new member – could she be interested.

Old Business

Tableau, a software by Data Visualization, was discussed for possible use in managing membership data. It will be discussed further in September.

The June LC meeting (June 11) will be training for the new officers.

New Business:

QPM (Rod): Attachment #3 -- QPM going away; replaced by Performance Awards and Recognition: Details Aug 8, takes effect Jan 1. (different initiatives to be satisfied)

ROD: last year, no strategic planning session.

ACTION ITEM (Denise): Strategic planning session over the summer (ROD: Boston’s strategic planning session was ½ day, very productive)

SECTION 1304: 2012 Total Quality Management Award

John: Next week’s meeting – Boeing quality person wants to meet people.

ACTION ITEM (Leadership Team): Each LC member should introduce themselves to a new member, and show them around.

ACTION ITEM (Cindy): Still researching alternatives to Anheuser Busch for June field trip. A-B is fall-back.

Adjournment:

Motion: A motion to adjourn was made, seconded, and carried. The meeting was adjourned at 7:58 pm.

_____ date _____
Cindy Duhigg, Acting Secretary

_____ date _____
Rod Toro, Chair

ATTACHMENT #1

5/13/13

FW: Goals for May meeting

Here are the results I have for our goals. I will not be able to make the LC meeting or the Member meeting for this month due to travel. Please send me any outstanding metrics before Tuesday mornin and I will repost these to the group. Thanks!

Goal # Metric	Definition	2012/2013 Goal	Source	Ave/Total	Mar-13	Apr-13	May-13
1 Member Certification	Total section certifications earned 2012 - 2013	75 New Certifications	Eric	67			
2 Meeting Attendance	Average Meeting Attendance	60 Attendees	Kat	89			
3 Total Membership Section 1304	Total Paid Membership	750 Members	ASQ Website section member file	821	838	836	834
4 Exam Pass Rate	Students completing Section courses	80% Students Pass	Eric & Jesse	75%			
5 New Member Retention Rate	Retain new members that joined from Jan., 2012 to June 30, 2012.	80% Renew in 2013	ASQ Website	54%	23%	77%	44%
6 Half-Day Workshop/Factory tours	Number of 1/2 day workshops/factory tours offered in 2012 - 2013	3 Offerings	STL ASQ Website	2			
7 Submit Minimum Requirement Goals on time	Section Dates: February 15 Financial Audit; May 15 Officer/committee positions; September 1 Completed business plan from previous year; October 1 Business plan and budget. Quarterly cash reporting 7/20/2012, 10/20/2012, 4/20/2012	100% Required Documents	ASQ Website	100%			
8 Activities posted for sign up on website	Activities such as meetings, workshops, classes, conferences, etc posted on website for sign up 4 weeks in advance of scheduled event. [Pass/Fail]	90% average of all Activities posted for members to sign up	STL ASQ Website	30%	100%	0%	#DIV/0!

ATTACHMENT #2

Treasurer's Report – ASQ section 1304 LC meeting – May 14, 2013 Bank Balances as of 04-30-2013

Attendance at April member meeting at Yacavelli's -- 68

Account Information

MM Balance: \$57,506.67

Checking Balance: \$7,966.35

Outstanding Checks:
None

Petty Cash: \$150.00

Treasurer Notes:

Pending Approved requests for

\$500 Quality Council of Indiana
\$460 Quality Council of Indiana

Month	Checking Balance	Money Market	petty cash	Total
July'12	\$4,640.77	\$62,434.90	\$150.00	\$67,225.67
August	\$9,569.89	\$62,446.24	\$150.00	\$72,166.13
September	\$10,991.08	\$62,456.48	\$150.00	\$73,597.56
October	\$15,938.10	\$62,466.55	\$150.00	\$78,554.65
November	\$12,833.24	\$62,474.23	\$150.00	\$75,457.47
December	\$10,412.65	\$62,482.17	\$150.00	\$73,044.82
January 2013	\$8,698.59	\$62,482.39	\$150.00	\$71,330.98
February	\$6,040.06	\$ 62,494.80	\$150.00	\$68,684.86
March	\$7,831.47	\$ 57,501.00	\$150.00	\$65,482.47
April	\$7,966.35	\$57,506.67	\$150.00	\$65,623.02

2013 ASQ Objectives and Level 1 Key Success Indicators (KSIs)

(Above People)

<p>Objective 1 - Increase Impact: Increase ASQ's impact, as measured by the Impact Focus monitoring system, by December 31, 2013.</p> <p>KSIs</p> <ul style="list-style-type: none"> · Impressions Index · Citation Index · Percent Influenced · Percent Realizing Results 	<p>Objective 2 - Grow MoC: Grow individual/organizational members and increase loyalty, as measured by the Customer Focus monitoring system, by December 31, 2013.</p> <p>KSIs</p> <ul style="list-style-type: none"> · Percent Individual MoC Growth · Percent Organizational MoC Growth · Percent Individual Member Loyalty · Percent Organizational Member Loyalty 	<p>Objective 3 - Grow Means: Grow operating revenue, as measured by the Means Focus monitoring system, by December 31, 2013.</p> <p>KSIs</p> <ul style="list-style-type: none"> · Percent Operating Revenue Growth · Return on Operating Revenue · Liquidity Ratio
<p>Objective 4 - Improve Process and Operations: Improve key work process and key project performance, as measured by the Operations Focus monitoring system, by December 31, 2013.</p> <p>KSIs</p> <ul style="list-style-type: none"> · Percent of Key Work Processes Performing to Established Standards · Percent of Key Projects Meeting Plan Milestones 	<p>Objective 5 - Improve Workforce Engagement: Improve employee and member leader engagement, as measured by the Workforce Focus monitoring system, by December 31, 2013.</p> <p>KSIs</p> <ul style="list-style-type: none"> · Percent Employees Engaged · Percent Member Leaders Engaged 	

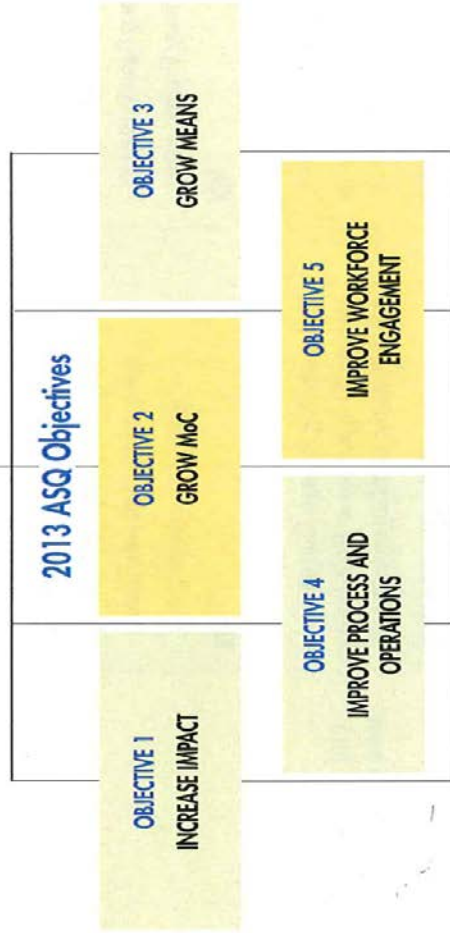
2013 ASQ Strategic Plan

ASQ VISION

By making quality a global priority, an organizational imperative, and a personal ethic, ASQ will become the community of choice for everyone who seeks quality concepts, technology, and tools to improve themselves and their world.

ASQ MISSION

To increase the use and impact of quality in response to the diverse needs of the world.



Strategies

1. ASQ Global
2. ASQ Brand and Communications
3. Individual MoC
4. Organizational MoC
5. ASQ With Individuals
6. ASQ With Organizations
7. Product Innovation
8. Business Excellence
9. Engagement/Culture