

**ASQ Section 1304-St. Louis**  
**Minutes of LC Meeting**  
**July 09, 2013**  
**Location – Mandarin House**  
**9150 Overland Plaza, Overland, MO 63114**

**CALL TO ORDER:** The meeting was called to order at 6:06 pm.

**PARTICIPANTS:**

John O'Reilly, Randy Thompson, Katarina Gowin, Jim Ebone, Pam Hustedde, Denise Arthur, [Tony Andahar](#), [Randy](#), [Rob Herhold](#), Kim Rochetti, Kunita, Jesse, and A quorum was present.

**APPROVAL OF MINUTES:**

The minutes were read. A motion was made to approve the minutes and it was seconded. The motion carried. Minutes were approved.

**HEADQUARTERS NEWS**

Section quarterly cash reporting due July 20<sup>th</sup>

***Section Affairs Council e-mail (Denise):*** e-mail was read by Denise.

**OFFICER'S REPORTS**

**QMP GOALS:** Nothing further

- **Exam Pass Rate:** Awaiting more recent data.

**TREASURER' Report:**

- **Midyear not yet avail**
- **Report attached**

**ACTION ITEM (Marc) I-contact/One-on-One – check request received**

- MM Balance: \$57,506.67
- Checking Balance: \$7,966.35
- Petty Cash: \$150
- Attendance at April member meeting at Yacavelli's: **68**

**BOARD REPORTS:**

***Chair*** Denise

***Treasurer:*** Katarina

***PAR:*** Rod

***Recertification:*** Kunita recerts continue to be reported in a timely manner.

***Arrangements:*** Tony nothing to report.

***Membership:*** Proposal to pick up the tab for first meeting for new members, after Section membership fee is paid. Previously, a letter was sent out to new members. This is different because it is site membership. Consensus is "great idea". Way to

track and measure? Reminder to renew? Discussion of how to track attendance. If no letter, then how to record attendance?

**ACTION ITEM (Pam, Denise) develop plan to contact new members to encourage section members to renew**

**Exams:** (Eric) – nothing to report

**Education:** (Jesse) Instructors for next round of classes

Former instructor for CQT-CQA, CMQ had an issue – discussion about future eligibility/expectations.

Motion: Recommend the instructor be offered the position to teach again.

Motion passes

Suggest training/mentoring for new trainers

**ACTION ITEM (Jesse):** Ask for new instructors at next meeting

Need to recruit new Education Chair

**Regional:** nothing to report

**Vice Chair (Ed?):**

**Audit:** Randy T. reported that after 6/30/13, he will conduct an audit of the books. Check.

**Special Projects (Jim):** Nothing to report.

(Cindy) Cindy to plan an activity over the summer (because she had already made some proposals) and to specifically invite prospective volunteers (Volunteer Night).

**Website (Mark):** n.a.

**Volunteer:** 14 volunteer candidates

Must be a member in good standing

## **OLD BUSINESS**

### ***Financial Issue/Special Discounts***

Unauthorized discounts to immediate employer, by an LC member. Potential conflict of interest –talked about fiduciary responsibility to the organization, then budget – no one person has the authority to individually make decisions regarding the budget. Best solution: this individual should come forward and make an apology to the leadership committee and restitution by the individual. Or, if that is not acceptable to the committee or the individual, an ethics investigation should be initiated. Several discounts were made in 1-2-3 at the May meeting. Upon review, this had happened some times before.

**ACTION (Ed)** remove individual from 123 access.

Suggest 1-year suspension from leadership

Suggest voluntary resignation from position

MOTION (Rob, Regional Director) Chair writes the letter asking for;1. Restitution 2.

Voluntarily resignation MOTION seconded, voice vote – motion passed.

**ASQ Procedures:** Rob (on the Policy committee) goal to eliminate 50% of policies.

**Enterprise membership/Leadership Role:** previous month: There was a discussion of whether an enterprise member who is elected to the leadership committee has to

also pay for a sector membership. Can't do that (Kim) Looks like a conflict. Can get membership paid by ASQ if between jobs, so that is an avenue.

## **NEW BUSINESS**

*LC Chair positions and Volunteer needs (Denise)*

**Philanthropic policies and activities (Rob) besides scholarships – like to see us on the forefront of doing this. Formalized approved policy – maybe submit this year.**

**YQP (see roles)**

**Section Assets and Locations – add list to Treasurers duties**

Rod has 3 boxes

Steve Mundwhiler has some stuff

Randy has a banner

**Dinner meetings**

**September – Fred Miller Public Speaking/Mind Mapping  
Engineers Club -- yes**

**October – Kim Rochetti**

**November/December – Jim Ebone Trivia Night**

**March -- people awards**

**May meeting APICS collaboration – NO, should be April instead  
Engineers Club -- yes**

**Locations for upcoming LC meetings**

**Rotation? YES, especially Clayton**

**ACTION: 123 signup training by Ed – next couple weeks**

**Recertification discount with membership renewal (Jim) should emphasize this to members**

**ACTION ITEM: (Jim) to make an announcement at next meeting**

## **ADJOURNMENT**

A motion was made to adjourn and seconded. Passed. Adjourned 8:30 pm

## **NEXT MEETING:**

**August 13<sup>th</sup>, WILL BE J. Bucks, Clayton**