

Location: Seven Gables Inn
26 N. Meramec
Clayton, MO 63105

Time: 6:00 – 8:00

Attendance and Quorum:

Chris Anderson	X	Denise Arthur		Katie Castree	X	Don Chimanda		Jim Ebone	
Kat Gowins		Tony Indihar	X	Kyle Jeffers	X	Mark Lynch	X	David Maack	X
Vicki Mercer	X	Thomas Miller	X	Sandra Mohr		John O'Reilly	X	Bryan Signaigo	X
Ed Vallorani	X								

New Action Items from April Meeting:

- Resolve Kyle's sign-in issues with 123signup – Ed (complete)
 - Re-request Collaboration Community access for remaining LC members – Mark
 - Post 2016 conference photos to website in place of 2012 conference photos – Chris
 - Submit resume to David as potential supplier quality instructor – Vicki
 - Find out if education registrants prefer a check, or a refund which incurs a 123signup fee, and refund them – David
 - Update the education page to reflect current testing dates – David
 - Create a proposal for the next meeting about our strategy for education this year – David / Vicki
 - Update the date of the section conference on the calendar – Mark
 - E-mail documents to Katie to post on Share Point – Chris
 - Send an outline of conference schedule to Ed to begin building in 123signup – Vicki
 - Obtain the revenues and expenses from the Convergence Conference for further discussion – Mark
 - Send May speakers to Chris – John
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Minutes – Mark

- Mark discussed the minutes from last meeting. Motion to accept – Ed. All were in favor.

Treasurer's Report – Kyle

- Kyle passed out and reviewed a Treasurer's Report, including completed actions, work in progress, issues/discussion, and account balances. He proposed investing \$50K from current balance of savings account with ASQ HQ (ASQ sections and divisions can invest their excess funds or "reserves" in a program providing a low-risk investment vehicle with a likely higher-yielding return than money-market accounts and bank CDs). Motion to invest – Kyle. Second – Bryan. Motion carries. Our investment earnings can be reinvested monthly or paid out monthly. Motion to be paid out monthly – Kyle. Second – Thomas. All were in favor. Kyle also discussed not currently being able to log-in to 123signup – Ed will correct this.

Action Item Review – Mark

- Mark reviewed the completed and outstanding action items. On the Collaboration Community, some LC members did not have accounts, Mark requested them, some have since gained access while others have not. Mark will request again. Denise has resigned as the Mentoring lead; this position is now available.

Committee Reports

Programs – John

- Two speakers for May are set; John reviewed the speakers and topics. They are in the process of submitting their info to finalize speaking. Meanwhile the April meeting is all set.

Arrangements – Tony

- Arrangements for next week's tour are set. As of today, 22 are signed up. Tony also discussed the meal at the Engineers Club, as he is looking at different meat suppliers. Previously we have done steaks for \$7/ea; he has been quoted a lower price for porksteaks, but the group decided against this.

VOC – Don

- Don had sent out questionnaire results.

Social Media – Bryan

- Social media have been fairly quiet other than requests to post job openings. Bryan plans to increase activity in the near future including use of Twitter. Vicki commented that other LC members can also post to the section LinkedIn and/or Facebook pages.

Website – Chris

- No updates. Chris does need inputs for May.

Education – David

- We are in need of a supplier quality instructor; two people are looking for this certification. Vicki is willing to do this; she will send her resume to David for approval. Motion for this new certification to pay for the certification for the instructor – David. Revised motion to pay for passing the certification, in increments of \$100 per teaching session - Tony. Motions did not pass. David offered three classes this semester; we received sign-ups for 2 CQE, 0 CQA, and 1 SSGB. The minimum for a class is 3, so they will be refunded. David will find out if they prefer a check, or a refund which incurs a 123signup fee. There are classes that are moving forward this fall; David will update the education page to reflect current training and testing dates. David and Vicki will create a proposal for the next meeting about our strategy for education this year, including schedule, pricing, etc.; discussion is tabled until then.

Conference – Vicki

- Thomas worked with Edward Jones' facilities coordinator to confirm a space on 11/3 at their South Campus at 270 and Manchester. There is a questionnaire to fill out and send back; it will list Katie (venue lead) as ASQ's contact to work directly with them going forward. Thomas will also be kept in the loop as the Edward Jones POC. Thomas brought a copy of the questionnaire this evening. Vicki will send an outline of the conference schedule to Ed to begin building in 123signup.

Recertification – Vicki

- There continue to be questions about recertification from members, so please continue to offer Vicki as a resource.

Membership – Sandra

- No update.

Community Outreach – Thomas

- Event was scheduled for the end of March; 10 people confirmed. 6 cancelled; 4 did not show up. Thomas proposed that we try again using Edward Jones as the venue to reduce cost, with more aggressive advertising and sign-ups through 123signup; the group was in favor.

Mentorship – Denise

- No update.

Placement – Jim

- No update.

Audit – Kat

- No update.

ASQ Calendar Review – Mark

- Section conference should be updated to 11/3 (our best guess pending the contract); Mark will make this change.

Old Business – Mark

- Discussion of LC use of ASQ Collaboration Community and ASQ emails – Chris found some documents and will send to Katie to post.

New Business – Mark

- Convergence 2018 Planning - Despite attendance and sponsorships, this conference lost money and is asking each organization to help cover the expenses. Mark asked the group if we want to continue participating in the 2018 conference after the 2017 conference was not well managed. One pro was visitors to the ASQ table for recruitment and promotion of our brand. One con was potentially losing money. The group discussed the importance of understanding their revenues and expenses before decisions are made – tabled pending further information.

Needs/Announcements for Upcoming Meetings/Training/Seminars – Mark

- All set for next week. Mark will bring projector and screen. Venue has everything else we need. Catering is lined up with one of their approved recommendations. Tour will be approx. 20-25 minutes each for two groups, + questions.

Review of Minutes and Action Items – Katie

- Katie reviewed the new action items.

Next Meeting/Location – Mark

- May 9th – Seven Gables.

Adjournment

- No additional items. Motion to adjourn – Ed. Second – Vicki. All were in favor.