September PMI BOD Meeting

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| 11.08.2018 | 6:00-7:10\* | Mama Lacona’s Restaurant |
| Meeting Type meeting | PMI Central Iowa Chapter Board | |
| Facilitator | CANDICE BANGHART | |
| Note taker | CRAIG HINSON | |
| Attendees in Bold | Alex Marckmann, Andrea Brunk, **Brent Humphries, Brian Naaden**, Brian Sardou, **Candi Banghart, Charity Dunwoody, Craig Hinson**, Danielle Ott, Jan Vanderwerf, **Janet Tan**, Jeff Tuttle, **Jennifer Pietila**, Joel Wolcott, **John Durman**, Jon Hopkins, Katie Dietz, Lejla Vehabovic, Linda Cronk, **Lori Chambers, Lynn Reed, Mark Havlicek**, Mike Hoal, Paul Tarsius, Robert Olinger, Rod Jordan, Ryan Vanyo, Sarah Otte, **Stephen Rodriquez** | |
| **FOR BOARD DISCUSSION & REVIEW** | | |
| **2018 Strategic Initiatives updates**   * **Website Refresh –** * **Chapter Meeting Videos –** * **Annual Member Recognition Event - November Chapter Meeting** * **PMI Board Elections – November 1 – November 15** | | Candi encouraged BoD members to provide feedback needed to update our website.  In November we will continue to collaborate with Grinnell Mutual to research how to make chapter members available to remote members.  Lynn said that we are making progress in preparing for the November chapter meeting in which we will recognize some of our special members. |
| **Transition Planning for 2019**   * Team Level - End of year Lessons Learned 2018/Strategic Planning for 2019 | | Candi reminded the BoD that we need to finish strong in 2018 by learning from our successes and make the effort to prepare for 2019. |
| * **Annual membership meeting** (December Chapter Meeting) * Create Board for your team that provides updates for accomplishments in 2018 * All board members should plan to be present so that the team can share in providing information to members regarding the accomplishments of 2018 | | Candi reminded the BoD that we need to be prepared for the annual chapter meeting by being able to provide updates on accomplishments in 2018. |
| **Planning for 2019**  **Q1 of 2019 – where are we?**   * Logistics – * Programs – * Marketing/Communication Planning - | | Craig confirmed that VPs need to meet with their teams prior to 12/6 to do some strategic planning, and that we will meet as an entire board on 1/5 to develop a wholistic 2019 strategic plan. |
| **Board Round Table & Updates on Pending Action Items** | | John reminded us the election is in progress through 11/15.  Lynn mentioned she sent the invitations to our special members for the 11/15 November chapter meeting.  Janet reminded us the PDD lessons learned will be next week.  Mark reminded VPs they are the executives for their areas and encouraged them to approach this role as such.  Craig confirmed that VPs need to meet with their teams prior to 12/6 to do some strategic planning, and that we will meet as an entire board on 1/5 to develop a wholistic 2019 strategic plan.  Jennifer encouraged us to remember to use social media to promote our upcoming meetings.  Brent (1) commended Janet and Charity for their recent accomplishments, (2) reminded the BoD to contact him if they are needing anything from his team, and (3) made a motion to get $2000 for researching gamification; Craig seconded the motion; the motion passed unanimously.  Brian N encouraged us to interview some of the most senior members of PMI CIC and include them in our Featured Members social media messages. He also reminded us that guest passes are still available.  Lori mentioned we are set for continuing C2S collaboration with ISU and Grand View. Mark mentioned he would be helping provide funding for C2S via PMIEF. Craig pointed out the 2018 is the 10 year anniversary of C2S.  Lynn pointed out the Military Program is now part of the Mentoring Program. |
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| **Action Items** | **Responsible** | **Due Date** | **Status** |
| **Previous Action Item:** Draft a plan to greet guests and members as they arrive and attend our monthly chapter meetings | Brian Sardou/Lynn Reed | Lynn will be addressing this during their strategic planning. | Pending |
| Review wording on our website and send operations any recommended changes | All BoD members | Candi encouraged the BoD give this the attention it deserves prior to our December BoD meeting on 12/13. | Pending |