



**Project
Management
Institute®
Central Iowa**

Type: May 2023 Board Meeting

Date: 5/10/23

Voting Members:

- | | |
|--|---|
| √ Brian Shadle, President | √ Stephen Rodriguez, President-Elect |
| √ Lejla Frazee, VP Operations | √ Zach VanCleave, VP Marketing |
| √ Vacant , VP Membership & Volunteerism | √ Vacant , VP Professional Development |
| √ Sheryl Bartleman, VP Finance | |

Non-voting Members:

- | | |
|--------------------------------------|---------------------------------------|
| Austin Shadle, Dir. Publications | √ Charity Dunwoody, Dir. Website |
| Liz Rosa, Dir. Volunteerism | √ Sheryl Bartleman, Dir. Registration |
| Mitch Miller, Dir. Technology | √ Michael Beck, Dir. Mentoring |
| Franklin Makia, Dir. Membership | √ Sam Hillier, Dir. Communications |
| Ben Frazee, Dir. Military Engagement | Brent Humphries, Past-President |
| Lynn Aubrey, Trustee | |

Non-Members:

1. President Call To Order (4:03 PM)
2. Roll Call - quorum reached
3. Approve or amend last meeting minutes - Stephen motion to approve the meeting minutes as stated. (Zach - Second) No discussion, Passed
4. Review and approve agenda - Stephen motion to approve the meeting agenda as stated. (Zach - Second) No discussion, Passed
5. Volunteer List Review - following up on volunteer forms [The Board sees this as a priority, so it will be a standing agenda item throughout the year.] Stephen will check with Liz on the recent volunteers.
6. Officer Updates:
 - a. President (Brian Shadle):
 - i. Banking update
 - ii. 990 annual reporting - meeting tomorrow to update and submit
 - iii. June career fair - maybe a little late to get that organized
 - iv. July event - create approach to do direct ask for project team volunteers
 - v. Nomination committee setup update
 1. Please help think of candidates
 - vi. PMIEF Pass Through Scholarships
 - b. President Elect (Stephen Rodriguez):
 - i. Reach out if you need assistance with anything.
 - ii. PDD - Early Bird through the end of the month. (Part of May slideshow?)
 - c. VP Operations (Lejla Frazee):
 - i. Food - for the May event (In the Bag)
 - ii. Sponsor page to be added to the website? Develop a Sponsor Program?
 - d. VP Marketing (Zach VanCleave):
 - i. Event marketing - targeting 4-5 pieces/month.
 - ii. PDD Marketing just started. Sam to reach out to Rachelle.
 - iii. Feature Volunteer - Be ready!
 - iv. We have also developed a comm and survey to determine interest in PMP information meetings and Study Groups.
 - e. VP Finance:
 - i. New expense report form
 - f. VP Membership (Vacant) - no report
 - g. VP Professional Development (Vacant) - no report
7. Other Business (Board/Floor)
 - a. Member Guest Pass (Franklin Makia)
<https://www.pmi.org/chapter-guest-pass-program>
8. Adjournment - Stephen motioned to adjourn (Zach second) Passed (4:47 pm)