



Mail: PO box 64437, Sunnyvale, CA 94088

Elected Officers (start January 1, 2017)	2017	Attendance
Chair	John Latimer	X
Vice-Chair	Sunil Pandey	
Secretary	Michael Sarhadi	X
Treasurer	David Pickett	
Membership	Stephen Choy	X
Marketing	Marieann Shovlin	
Social Media Liaison	Roxanna Rohde	
Publicity – e-Newsletter	David Wibbelsmann	
Programs	Praveen Gupta	
Arrangements	Glenn Hansen	
Voice of Customer	Satinder Bains	X
Education Chair	Susie Geiss	
Education Coordinator	Soly Paterson	X
	Azadeh Adibi	
Recertification	Michele Harms	X
Advancement	Navin Dedhia	
SSQA (Software)	Doug Hoffman	
Statistics & Reliability Discussion Group	John Flaig	
Biomedical Division Liaison	Open	
Job Board	Avi Gadre	
Past Chair/Nomination	Don Mintz	X
Audit	Navin Dedhia	
Internet Liaison	Kurt Schumacher	
Historian	Open	
Regional Director	Barrie Simpson, San Francisco	
Open	ASQ Intern	
Hima Alluri	member of marketing team	X
Roland Kelly	Member outreach/university	

Meeting called to order at 6:07 PM by Latimer with a quorum of elected officers present: Sarhadi

Attachment1: ASQ Silicon Valley Program (Praveen Gupta)

Agenda for Leadership Meeting	07-June-17
6:00-6:15	Minutes Review
6:15-6:30	Announcements
6:30-6:45	Financials (David)
6:45-7:00	Calendar Dates <ul style="list-style-type: none"> - Programs (Praveen) - Marketing / Meet Up (Marieann / Roxana) - Education Programs (Susie)
7:00-7:45	Officer Updates <ul style="list-style-type: none"> - Keep updates concise - Discussions should be added to new business - Ok to pass if there is no update
7:45-8:00	<i>New Business</i>

Summary of Motions Approved

	Text of the motion	1 st	2 nd	Approval
1	Approval of previous meeting minutes	Michele	Satinder	all
2	To adjourn 6:52	Don	Stephen	all

Attachment1: ASQ Silicon Valley Program (Praveen Gupta)
Chair Reports

Position	Summary
Chair – John Latimer	
Vice Chair - Sunil Pandey	
Secretary – Michael Sarhadi	
Treasurer - David Pickett	<p>Checking - \$ 27,329.73 Savings - \$ 10,5004.21 Paypal - \$ 15,792.46 T Rowe Price (31 April Statement) \$ 99,813.80 Total - \$ 153,440.20 There is a \$ 1422.55 increase our total \$s on account from last month. I still do not see any cash deposits from the monthly dinner meetings for 2017 YTD??? Don sent an email that he had received \$15 but had not had time to deposit, are there any more?</p>
Past Chair Don Mintz	I have \$15 in cash from a dinner meeting and a check request for \$60 for the 2016 audit meeting which need to be submitted
Audit – Advancement Navin Dedhia	15 new job posting
Programs – Praveen Gupta	2017 programs is shown in Attachment 1
Arrangements – Glenn Hansen	<p>May Dinner meeting: 12 prepaid dinners (including the speaker) 2 people still had trouble with the registration process (neither came, so they may not have come anyway) At least 10 people came for the presentation only. We are confirmed with the Biltmore for June 21</p>
Statistics & Reliability – John Flaig	<p>Statistics and Reliability Meeting: June 14 TOPIC: Systematic Problem Solving SPEAKER: John J. Flaig, PhD, FASQ</p>
SSQA (Software) – Doug Hoffman visit ssqa-sv.org	
Biomedical Discussion Group open	
Marketing – Maricann Shovlin	Marketing and Education Meeting minutes for June 6 th Meeting are presented in Attachment 3.
Course Coordinator Soly Paterson/Susie Geiss	
Membership – Stephen Choy	Member report is presented in Attachment 2.
Voice of Customer – Satinder Bains	The VOC is presented in Attachment 4.
Recertification – Michele Harms	Three application for recertification will be mailed in
Social Media Coordinator Roxana Rohde	

Attachment 1: ASQ Silicon Valley Program (Praveen Gupta)


Position	Summary
e-Newsletter – David Wibbelsmann	
Website Management – Kurt Schumacher	
Job Board Avinash	
Region 6B Director – Barrie Simpson	
Scholarship & Awards –	

Action Items

#	Who?	What?	Due Date	Complete?	Status
54	John I./Roland	Re-activate executive roundtable	4 Nov	In process	Target is August / September
66	John	Talk to Steven to figure out how to address the membership attrition	Ongoing	Started	Met several times with Stephen, Susie, and Chris. Approaching old members.
67	Dave W	Come up with a plan to increase E-newsletter “open” or “click” rate	Ongoing	In progress	
73	Don	Set up a meeting for the section 0613 Website training	TBD	Assigned	John Latimer could help with WebEX
79	Azadeh	Work on classes	TBD		New
80	Marieann	Hire a new intern	TBD		New
81	Michele	Five minutes brief instruction for the recertification process, prior to the next monthly dinner forum	July 17		New
82	John	Send the first group of post cards (refer to #77)	TBD	Closed	New
83	Michele	Talk to her financial advisor to get some feedback regarding the section investment	TBD	Assigned	New
84	Mike	Get the updated program from Praveen	TBD	Assigned	New

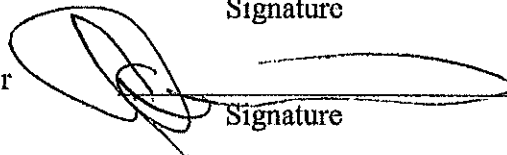
Respectfully submitted:

Michael Sarhadi, Secretary


Signature

7/24/17
Date

John Latimer, Chair


Signature

7/24/17
Date