

Venue & Dial in number: See separate email from Tony (Webex)

<i>Officers in bold were in attendance</i>			
Officers (2009) Required	Position	Volunteers (Optional)	Position
Tony Appleby Nathalie Udo JP Zingmark Cindy Muscio Ray Ju Dhiraj Dogra	President Past President CFO VP Professional Development VP Community Relations VP Operations	Kiran Darsha Bill Dominguez LouAnn Conner Catherine Dupont Aisha Williams Candice Thompson Richa Sharma Natalia Boyadjiev Kimi Ziemski Elaine Law Advisory Board Deborah Droz	Deputy CFO Deputy VP of Community Relations Deputy VP of Operations Deputy VP of Professional Development Director of Dinner Meetings Director of Membership Director of Volunteers Director of Communications Director of Public Relations Director of Community Relations Administrative Assistant to the Board and President

Red = Notes real time (minutes) Yellow – clarification needed for minutes Green – A to-do for someone (will be put on a separate list)

Report Format:

STATUS:

PLANS:

STRATEGIC/OPERATIONAL MILESTONES/CHANGES:

ISSUES, RISKS, & AGENDA ITEMS:

SCHEDULE: TBD at Meeting

Agenda by: BoD/Deb Droz

Timekeeper: Tony Appleby

Board Reports	Minutes
<p>SECRETARY <i>Dhiraj Dogra</i></p> <p>Agenda Items:</p> <p>1.</p>	<p>REPORT</p> <p>Approval of last month’s minutes – online in June</p> <p>STATUS:</p> <p>PLANS:</p> <p>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</p> <p>ISSUES, RISKS, & AGENDA ITEMS:</p> <p>BOARD VOTES:</p> <p>MINUTES: Nothing specific, last month’s meeting minutes...all approve? Ray, Tony, JP, Dhiraj – Minutes approved.</p>

<p>PRESIDENT <i>Tony</i></p> <p>Agenda Items:</p> <p>1.</p>	<p><u>REPORT</u></p> <p>STATUS:</p> <p>PLANS: STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES: ACTION ITEM: Everyone update their contact info and Org Charts on SharePoint</p> <p>Planning for SPM next year. Want to advise board that every potential vacancy that may occur in April must begin planning transition to someone else. Our Annual SPM is going to be held in Jack London Square this year. Board members on Friday and all deputies and incoming/outgoing directors will be there Saturday and Sunday. We have a new board member orientation on January 7th. Natalie: This orientation is the same night as the Region 7 President's meeting. Tony: It was arbitrarily chosen and we will change the date. Don't want to neglect the Region 7 obligation. Holiday celebration is also subject to change at this point. Any Questions? Continue to move forward with Miles Lawless on the PMO metrics. Very pleased we are doing that.</p>
<p>FINANCE <i>JP Zingmark</i></p> <p>1.</p>	<p><u>REPORT</u></p> <p>STATUS:</p> <p>1.) SUMMARY:</p> <p>November chapter highlights include IPM Day, a well-attended and successful dinner meeting at the Sir Francis Drake hotel, a two-part educational series taught by John Stenbeck. It is important to note that the dinner meeting expenses for SF Drake will be paid in Dec., making Nov. a relatively low expense month. Net profit this month was approx. \$13k.</p> <p>2.) FINANCIAL REPORTS:</p> <ul style="list-style-type: none"> a. Nov 09 Profit & Loss b. Nov 09 Balance Sheet c. Nov 09 Payment Download <p>Report files (and other inputs) are posted to the BoD Finance shared site at this link: http://tinyurl.com/kukssv, then select the 11-nov folder.</p> <p>3.) INCOME - Highlights:</p> <ul style="list-style-type: none"> a. Member dues collected \$5.9k. Prior month was \$5.1k.

b. Agile Learning Labs: \$500 Nov. dinner meeting sponsorship.

c. Nov. Dinner Meeting \$3.4k online revenue; however event net loss: **\$3.8k**.

4.) EXPENSE - Highlights:

a. Breakthrough PM & Crash Course in Leadership - John Stenbeck - (\$6.7k).

b. LIM expense reports (K.Ziemski, C. Muscio) - (\$2.4k).

c. Affiniscap partners conference & LIM expenses - N. Boyadjiev - (\$1.5k)

d. **Note:** Both the Nov. & Dec. dinner meetings fees to SF Drake are scheduled to be paid together in **Dec.**

PLANS:

a. 2010 Budget Planning:

The 2010 working budget plan is undergoing final revisions and will be distributed for review and approval at the next BoD meeting in Jan.

STRATEGIC/OPERATIONAL MILESTONES/CHANGES:

a. Next month's report will show that Finance together with Community Relations and BoD support completed the distribution of 2009 charitable donations to seven well-deserving organizations in the first week of December '09. See the Dec. financials at the next BoD meeting come January '10.

b. Finance together with BoD support funded the attendance of Operations / Dir. of Communications to the annual Affiniscap users conference. We're all looking forward to an update from that group as the results affect the 2010 budget planning associated to long-term platform initiatives (website changes, career center, etc.).

ISSUES, RISKS, & AGENDA ITEMS:

a. Finance requested that Operations consider removing three unused collaboration sites from production in hopes of consolidating historical data and reducing stale site risks.

1. The former **Yahoo! groups** for BoD materials...key content had already been migrated to SharePoint for 2008-09 use, while e-mail history is under review,

2. A **Yahoo! groups** site supposedly for Professional Development. However, it does not appear to have been used in recent years. Seeking input from Prof. Dev. VP.

3. The **PB Wiki** (pb works) site initially administered by Bill D. It was used to host 35th Anniv. & Region 7 event project materials in 2009. Not known plans to use or extend this site.

Stakeholders are asked to evaluate remaining content, coordinate w/ site admins., migrate anything of value somewhere (Basecamp?), and terminate the old sites.

b. Finance will provide input and/or participate actively in the proposed Dec. dinner meeting post-mortem as several key pre-planning issues were observed. Looking to Ray Ju and Cindy Muscio to direct the assessment exercise.

	<p>MINUTES: JP: Feedback for John Stenbeck courses (2) in November? John was expecting some better numbers for attendance. Tony: He has reached out to Cindy’s group to try it again next year with better planning and appropriate advance communications, etc. He has been very good humored about it. JP: Want to look at budget, spending a little more time than we have on the board call, so I think I will make a couple of minor adjustments, then present for your review and feedback. Questions? Tony: Do we want to dedicate extra time at next month’s board meeting to walk through this? JP: I think it will be set by then to approve...anticipated having a separate call to walk through this, then have it ready for approval. Tony: Sounds fine. JP: Next month paying November and December, and make charitable contributions in December will be flip of November, showing the downside, but roughly meeting what we targeted for the end of the year. Is there going to be an update tonight on Affiniscape and future of the website? Dhiraj: Meeting with Natalia tomorrow to get input re: Affiniscape and consolidating all material from various sites, Yahoo and wiki and SharePoint. JP: Would like to be involved with document respository decision, particularly pertaining to more confidential documents like financials and tax status. Appreciate you feedback and input. Tony: Should capture whether or not Phoenix has extracted what they need next year for Region 7 before taking down the Wiki site. JP: Deferral from last time – Podcast for PM Prep? Anything else on the December post mortem? Ray: There’s a ‘lessons learned’ Aisha is planning for early January</p>
<p>OPERATIONS <i>Dhiraj Dogra</i></p> <p>1.</p>	<p>REPORT</p> <p>STATUS: Overall this was a slow month on the on-going projects largely due to holidays, couple key members donning new roles in their professional life and continued shortage of hands. Sister Chapter initiative made strong strides with successful meetings with WDC chapters and soliciting other Chapters around the globe. Hoping to see more handshakes at global level. Mentoring program requires a lot of paper work prep behind the scene which team is doing in order to roll out the program as early as end of Q1. Annual Membership survey went out and team will announce the results later next month.</p> <p>PLANS: Hand over activities to Natalia, VP elect</p> <p>STRATEGIC/OPERATIONAL MILESTONES/CHANGES: none ISSUES, RISKS, & AGENDA ITEMS: Need more hands as quickly as possible.</p> <p>MINUTES: Dhiraj: Questions? Ray: Thanks for your team getting together the sister chapter meeting with Washington DC. Congratulations. Tony: Kudo’s as well, gaining a lot of traction and member interest. Can we add to our calendar joint webinars? Dhiraj: Team is working on consolidating our calendars, and coming up with a common calendar and members can enjoy each other’s activities. We are working with DC chapter to create more contacts across the globe. Dhiraj: Mentoring project requires a lot of paperwork to start – hoping to start in early spring.</p>
<p>COMMUNICATIONS <i>Natalia</i></p>	<p>REPORT</p> <p>STATUS: Communications team welcomes new volunteer, Olga Afanasyeva,QA Manage, to improve the quality of our website and e-mail blasts and will be involved in other projects as well.</p> <p>E-mail blasts:</p>

11/08/09 Early Bird Reminder – PMI-SFBAC November Dinner Meeting
11/10/09 OcPrime Training Center and PMI-SPBAC have partnered to provide you this Special Offer!
11/20/09 PMI-SFBAC PMP Certification Exam Training Opportunity
10/31/09 PMI SFBAC and LCG join forces to bring you

Newsletters

11/07/09 PMI-SFBAC Newsletter Vol 3 Issue 9 November 2009 – News from PMI San Francisco Bay

Website:

- The website map document has been created PMI website links and owners..xls and can be found on Basecamp <https://pmisfbac.basecampHQ.com/projects/3594445/files>
- Project to identify website content owners for all pages has started – Rohini Patel has met with Community Relations team and scheduled more meetings with other teams
- Support for the Carrier Networking event on the website was provided

Social Media

- Google Adwords Campaign was set up. We should decide which event we want to target first. Any suggestions?
 - Reports on the Social media statistics and trends can be seen at <https://pmisfbac.basecampHQ.com/projects/3617242/files>
 - Summary
 1. Our number of followers (on all channels) is growing very nicely.
 2. Our bounce rates are coming down → we have a higher quality in our referrals.
 3. The total number of referrals and site visits is down → might be the X-mas season?
- Have a nice X-mas everyone!

Google Analytics

- Google Analytics Reports can be found in the Basecamp <https://pmisfbac.basecampHQ.com/projects/3600300/files>

Affiniscape Conference

- Natalia attended the yearly conference. The report and implementation of the ideas from the conference will follow.

Basecamp

Basecamp best practices and tips series communication has been started

PLANS: Objective: Revise the current website

1. Continue to identify all Web Page content owners
2. Incorporate Google Analytics analysis to for every web page usage – follow up with Affinicasape to make it happen
3. Conduct a cost/benefit analysis to determine whether it's more beneficial to remain with the existing Website application (Affiniscape) or purchase a new application

STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:

- We would need a Board support in identifying content owners for all website pages. Rohini Patel will be contacting you to be mapped to somebody on your team to work on the content
- We encourage the members of the board to post comments to our posts on Facebook, comment our tweets on Twitter or comment our LinkedIn discussions
- Google Adwords – decision which even we will start to advertise.

	<p>MINUTES: Natalia: Action we need to have – Adwords: which events will use it? Questions?</p>
<p>MEMBERSHIP UPDATE <i>Candice Thompson</i></p>	<p>REPORT</p> <p>STATUS: PLANS: STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES: Dhiraj: Still waiting for report from Candice.</p>
<p>VOLUNTEERS <i>Richa Sharma</i></p>	<p>REPORT</p> <p>STATUS: PLANS: STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS: MINUTES: Dhiraj: Still waiting for report. Ray: Volunteer Liaison – spoke to and met in person Julian Chai. She is new and kind of feeling things out – no leads yet on filling volunteer positions. Tony: Action Item – Liasons still moving forward and engaged</p>
<p>Ops Manual – Christine Bachman</p>	<p>Christine: need to get info out to directors so that we can go to the next step. At a high level, the next thing we are going to do is document processes. We will get one done for each area.</p> <p>Volunteer, Marion Wisely, will help with this process...has good input and will add a lot of value working on this. Goal is to have as much complete as possible so that we can use it during the transition process.</p> <p>Would like to pick at least 3 business processes documented by that time...the most valuable/most often used. Will work toward having something sent out to everybody before Christmas so that we can start that effort at the 1st of the year. Please send me any documentation around processes that you may already have.</p> <p>Questions? If officers have someone you want us to work with, let us know. Tony: I cannot underscore enough how important this is, and how very much I'd like to engender support from each of the board members to help make this manifest – it is very important</p> <p>Tim: Certification Process documented for when we engage in the relationship and what are all the steps. I'm still not clear what roles are involved in the process.</p>
	<p>REPORT</p>

COMMUNITY RELATIONS

Ray Ju

Agenda Items:

1. January 29-31, 2010 Board Retreat: Agenda setting, attendee list and team building ideas
2. April 15-19 Region 7 in Phoenix: Participation by Board and key directors, identifying presentation topics

STATUS: The CR Directors met in person after the Career Fair event on DEC 09 in SF to discuss ongoing programs and projects, and preparation for the JAN 2010 Board Retreat.

- December, Career Fair event attended by 110 in SF was held on DEC 09 with 14 Partner Organizations that included; Advantis Global, Alphasoft, Apex Systems, Carl Zeiss Meditec, cPrime, Gap, HiRecruit, Kforce, Robert Half Technology, Techlink, TechProse, TekSystems, United Airlines, and US Census Bureau.
- Ongoing partnerships and sponsorships will be further developed with each of these organizations in 2010 as a CR Team focus area. Some of the areas being looked at include as an official partnership with the US Census Bureau, speaker exchange with HiRecruit, and listing open jobs from the recruiters on our Web site.
- Perhaps looking at another type of non-Dinner event Career Fair function for our East Bay members. Lessons Learned is to be scheduled by Aisha second week of January.
- Ray has met with the local charitable organizations to personally hand them their SFBAC donor checks. They are very receptive to collaborating with us to provide volunteers and coaches. Lew Gedansky, Exec Director of PMI Education Foundation would be honored to come to SF to accept check and speak at Dinner Meeting about their program and volunteering for PMI.
- Ray has spoken to Julianne Chai, Chapter Volunteer Liaison to fill the remaining open two positions and she will be on the lookout for talent.

PLANS:

- A comparable educational type event is being conceptualized for academic and training partners for early 2010 since there will be no SIG featured dinner event due to their dissolution and startup of Communities of Practice. The concept is to showcase Academic, Certification and Education (ACE) providers their tools and training related to project management.
- Revisiting partner relationships with Management Concepts and ILL, this is being pursued by Kimi.
- The "Succession Planning" presentation delivered at LIM by Bill, Kimi and Ray is confirmed for presentation by Kimi to the Orange County PMI Chapter in January.
- Ray met with Richa Sharma, Volunteer Director, DEC 14th on the Volunteer Recognition Event, volunteers for CR and planning for 2010.
- Ray will be meeting this week with Dhiraj to brainstorm collaborative Community Outreach ideas with Operations Team for 2010.

STRATEGIC/OPERATIONAL MILESTONES/CHANGES:

- Rohini Patel, Web Volunteer met with Bill and Ray to gather requirements for a Community Relations home page on DEC 12. Follow up meeting to review initial framework will occur in JAN.
- Bill is in discussion with Marlena Hanlon as a MarCom volunteer who was also a VP of Ops candidate.
- Bill is looking into developing a Sustainability Green area of focus for the Chapter with Claudia Girrback of the Gap.
- Bill is researching an alternative CRM application since we didn't qualify for a pro bono version due to our non-profit professional status and has begun to discuss with Natalia as it integrates with Basecamp.
- Ralph Vawter, PM for International Project Management Day has received input from CR Team on the Project Charter. Elaine is the designated primary point of contact.
- Bill, Ray and Tony are working on the logistics and agenda for the Board Retreat on JAN 29-31 to be held at the Waterfront Hotel in Jack London Square.

ISSUES, RISKS, & AGENDA ITEMS: According to Elaine Law in communications with Zubin Irani, Principal at cPrime he has had ongoing problems in getting the proper discount code reflected on marketing collateral and registration for their certification training offerings. **TIM ACTION ITEM:** He has had several communications with PD on this. His concern is that unless this is resolved it has direct negative effects on the revenue sharing with Chapter, profitability and sponsorship funding.

January 29-31, 2010 Board Retreat: Agenda setting, attendee list and team building ideas

	<p>April 15-19 Region 7 in Phoenix: Participation by Board and key directors, identifying presentation topics</p> <p>MINUTES:</p> <p>Bill: Very excited about Candice Thompson joining community relations in 2010 in charge of community based and social programs, local county, city, organizations in the non-profit space, not necessarily business related.</p> <p>Kimi: Keeping in contact with schools. Several companies would like to participate as well as offering contributions on what they feel works well and what they would like to see. Will be helpful to us in lessons learned.</p> <p>Bill: Looking at implementing a CRM tool. Allow us to assign different task to our directors according to what they are best suited for.</p> <p>Greg: I would suggest that we have that conversation with Cindy to understand full picture.</p> <p>Tony: Yes, get the background about where this got broken before talking to Cprime.</p> <p>Are there any agreements with CPrime?</p> <p>JP: Not after December.</p> <p>Kimi: Will conduct a Presenting for Project Managers class. Can do in January.</p> <p>Tony: We need a meeting to make sure all ducks in a row so that we are offering value to our members.</p> <p>Kimi: Could also offer that Professionally Manage Your Job Search thing again.</p> <p>Tony: That's a good idea - Separate ideation session apart from the board meeting to put some meat in front of our membership.</p> <p>Ray: AGENDA: Region 7 in Phoenix – going to be on 4/15 – 18, we had a lot of local people making presentations and speaking. Our board members and key directors travel there and contribute on what we have done.</p> <p>Tony: Have we been requested yet?</p> <p>Ray: not at this time.</p> <p>Tony: I would like to be included in next meeting and make sure they are a success.</p> <p>Dhiraj: DC Chapter wants to find out what we excel in. Looking for thoughts from you other folks...they want to highlight this on their website. Would be great if we could nominate something.</p> <p>Tony: Look at latest 2010 calendar (end of minutes), we've yet to see efficacy to having 'themes' but it is a good planning tool that we could share.</p> <p>Natalia: Use BaseCamp calendar?</p> <p>Tony: Excellent idea...don't have the bandwidth to put in, but can find volunteer.</p> <p>Tony: Agreed with Ingrid's premise last month, that given a plan and guidance, every few months we would rotate responsibility of sending out blog posts, etc. Have yet to see a plan on that. Action Item to see from Ingrid schedule of responsibility.</p> <p>Tim: I was a participant in the September career event. It was one of the more positive activities I've been to. Providers were very upbeat...very good event.</p>
<p>PROFESSIONAL DEVELOPMENT– Cindy Muscio</p> <p>1.</p>	<p>REPORT</p> <p>STATUS: See various committees, below</p> <p>PLANS:</p> <p>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</p> <p>ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES:</p>
<p>CAREER DEVELOPMENT</p>	<p>REPORT</p>

<p>Sharawn Connor</p>	<p>STATUS: We are currently working to refine the job posting site, Holly is very busy working with the vendor to fix. We are planning the 2010 career development events and will share once we have our skeleton. We have a willing leads for both the San Francisco and East Bay job search groups so are working on a location and will then publicize.</p> <p>PLANS: STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES: Ray: Been in email comms with Linda McCue and Sharawn, and will be sending out info to our recruitment partners so they can start to utilize it as part of being a partner with PMI-SFBAC. Tony: Linda has dug into the problem of repostings of non-existent job postings.</p>
<p>SPEAKERS SERIES Michael Balsam</p>	<p>REPORT</p> <p>STATUS: PLANS: STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES: Neal Cronin is new director – Tony: have had a chat about re-energizing and moving the Speaker's Series forward.</p>
<p>DINNER MEETINGS Aisha Williams</p>	<p>REPORT</p> <p>STATUS: December dinner meeting was a great success, thanks to the team for the drive to deliver and the collaboration with the CR team to source the recruitment companies. We will be scheduling a lessons learnt shortly. Currently planning out Jan - April meetings. Location contracts are just about final, Catherine is working with Finance to final.</p> <p>PLANS: STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES: Bill: When did we make decision to have dinner meetings only on Wednesday? Tony: Premise had been put forward to rotate between Wednesdays and Thursdays - To make it easy on members ☺ , it is on the same night of the week. Conscious decision brought before board a number of times. Nathalie: Should make sure we communicate this very well since it is a change Cindy: please make a note in your next newsletter to that effect Ray: Confirmation from Aisha meeting with CR team tying speakers to monthly themes.</p>
<p>PROFESSIONAL SPEAKERS SERIES Neal Cronin</p>	<p>REPORT</p> <p>STATUS: PLANS:</p>

	<p>STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES:</p>
<p>CERTIFICATIONS PMP, CAPM, PgMP, Risk, Scheduling <i>Tim Salaver</i></p>	<p>REPORT</p> <p>STATUS: RFP has been sent out (Tim can you please provide a list) please let tim and I know if there are additional providers we should contact. responses are starting to come in and we will compile the information for review and suggestions by Jan. PMP Study group team established and they are starting to establish themselves.</p> <p>IPM2010 Charter sent to board. Catherine working with team to identify a location. CR working with team to complete the sponsorship levels and package (target 12/31 to complete this so that outreach can start.) PD Team Set a 6 month course with Roeder starting in March (requested CR team to inform local organizations of this upcoming offering.) Working on the Feb PD event "Agile Open Space" Currently structuring the budget and charter so that we can establish an MOU with APLN.</p> <p>PLANS:</p> <p>STRATEGIC/OPERATIONAL MILESTONES/CHANGES: ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES:</p> <p>Tim: Received proposals from Cprime, SJSU, John Stenbeck, IIL and PM Study. Good response. Some we already do business with and some are new. Good indication of interest in partnering with the chapter. Question I have to board is who else should be reviewing proposals in order to review the selections. We will select 3 by January 15. Need to tabulate and collect and contact vendors for clarification and missing info by the end of the year.</p> <p>Tony: Kudos for driving this process forward.</p> <p>Tim: Realize there is still missing info.</p> <p>Tony: Who will review? Once you have crafted spreadsheet with all details, the board will have to determine based on your crafted recommendation, and be ready to defend your recommendation to the board for moving forward.</p> <p>Kimi: – as someone who works with formal RFP Processes, it's entirely possible that Tim may have accidentally put the entire RFP process under question, because if we didn't have certain criteria, he shouldn't have even been reading them.</p> <p>Nathalie: Contenting while in processing of RFP, told one vendor they aren't supply enough info and giving another chance can be illegal.</p> <p>Kimi: I would prefer we not put ourselves in position of legal trouble. I will take it on with one other person to act as sanity point (Natalie volunteered)</p> <p>Tony: Thanks for bringing this forward.</p> <p>Tony: Don't share comparison with group until selection committee has crafter their criteria.</p> <p>Kimi: Based on selection criteria, it's very easy to figure out which ones can and cannot meet criteria.</p>

	<p>Ray: Not necessarily for certification providers, I know Cindy just sent out info for Roter – 6 month project – we have various folks that come in throughout the year that want to make various presentations, etc. Will we be going through the formal RFP process?</p> <p>Tony: Tim is working the certifications side, and we are trying to build a speaker side but we have yet identified a director for that...different than Speakers and Professional Speakers?</p> <p>Kimi: Ensure that speakers are good and that sponsors are happy to be associated with that speaker.</p>
<p>PAST PRESIDENT <i>Nathalie</i></p> <p>1.</p>	<p>REPORT</p> <p>STATUS:</p> <p>PLANS:</p> <p>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</p> <p>ISSUES, RISKS, & AGENDA ITEMS:</p> <p>MINUTES:</p> <p>A few things...regarding nomination process to put in writing, whole election process, and then it's repeatable. Linda and I will participate in that.</p> <p>Tony and I are meeting this Friday to follow up on portfolio...needs to be updated and will have to be updated going forward.</p> <p>Tony: Composition of Advisory Board? May include non-chapter related members that can bring industry best practices to bear.</p>
<p>MEETING EVALUATION / WRAP-UP – All</p>	

Next BOD Meeting on TBD (need a new schedule)
Location - TBD

PMI SFBAC 2009 Schedule

Teleconference call for all component leaders -

To accommodate requests from several chapters, the monthly teleconference call for all component leaders has been changed to the 4th Monday of each month (except where noted **)

All calls will be held at 7:00 p.m. (Pacific Time). Call-in info will be sent out at least a week prior to the meeting date.

Also, shown is the focus area of topic that will be discussed each month.

Month	Date	Day	Time	Focus Discussion Topic	Call-in info will be sent out at least a week prior to the meeting date.
May	26th	Tuesday**	7:00 p.m. (PST)	Professional Development & Education	
June	22nd	Monday	7:00 p.m. (PST)	Programs	
July	27th	Monday	7:00 p.m. (PST)	Finance	
August	25th	Tuesday**	7:00 p.m. (PST)	Webinar: Member Retention (led by PMI Staff)	

September	28th	Monday	7:00 p.m. (PST)	Senior Leadership/Presidents set agenda for October Meeting	
October	--	--	--	No call (North American Leadership Institute Meeting in Orlando)	
November	23rd	Monday	7:00 p.m. (PST)	TBD	
December	--	--	7:00 p.m. (PST)	No Call	

PMI-SFBAC January 2010: The Month of Education and Green / Sustainable Projects

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 NEW YEAR'S DAY	2
3	4	5	6	7 NEW BOARD ORIENTATION (4PM TO 8 PM)	8	9
10	11	12	13 BOARD MEETING (PM)	14	15	16

17	18 MARTIN LUTHER KING DAY	19	20 WALNUT CREEK DINNER MEETING	21	22	23
24	25	26	27	28	29 ANNUAL STRATEGIC PLANNING OFFSITE (PM)	30 ANNUAL STRATEGIC PLANNING OFFSITE
31 ANNUAL STRATEGIC PLANNING OFFSITE (AM)						

PMI-SFBAC February 2010: <i>Month of Quality Management and Agile Projects</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 <i>Newsletter articles due</i>	2	3	4	5	6
7	8 <i>Newsletter publication</i>	9	10 BOARD MEETING (PM)	11	12	13
14 VALENTINE'S DAY	15 PRESIDENT'S DAY	16	17 SAN FRANCISCO DINNER MEETING	18 APAC LIM (Informational Only)	19 APAC LIM (Informational Only)	20 APAC LIM (Informational Only)

21	22	23	24	25	26 <i>Newsletter articles due</i>	27
28						

PMI-SFBAC March 2010: <i>The Month of Risk Management and the Life Sciences</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5 <i>Newsletter publication</i>	6
7	8	9	10 BOARD MEETING (PM)	11	12	13
14	15	16	17 WALNUT CREEK DINNER MEETING	18	19	20

21	22	23	24	25	26 <i>Newsletter articles due</i>	27
28	29	30	31			

PMI-SFBAC April 2010: <i>The Month of Time Management and Construction</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 NEW BOARD ASSUMES LEADERSHIP	2 <i>Newsletter publication</i>	3
4 EASTER SUNDAY	5	6	7	8	9	10 QUARTERLY STRATEGIC PLANNING SESSION (AM)
11	12	13	14 BOARD MEETING (PM)	15	16 REGION 7 SUMMIT IN PHOENIX	17 REGION 7 SUMMIT IN PHOENIX

18 REGION 7 SUMMIT IN PHOENIX	19	20	21 SAN FRANCISCO DINNER MEETING	22	23	24
25	26	27	28	29	30 <i>Newsletter articles due</i>	

PMI-SFBAC May 2010: <i>The Month of the PMO</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6 EMEA LIM (Informational Only)	7 EMEA LIM (Informational Only)	8 EMEA LIM (Informational Only)
9 MOTHER'S DAY	10	11	12 BOARD MEETING (PM)	13	14	15
16	17	18	19 WALNUT CREEK DINNER MEETING	20	21	22

23	24	25	26	27	28 <i>Newsletter articles due</i>	29
30	31 MEMORIAL DAY					

PMI-SFBAC June 2010: <i>The Month of Cost Management</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4 <i>Newsletter publication</i>	5
6	7	8	9 BOARD MEETING (PM)	10	11	12
13	14	15	16 SAN FRANCISCO DINNER MEETING	17	18	19
20 FATHER'S DAY	21 ANNUAL MEMBERSHIP MEETING (PM)	22	23	24	25	26

27	28	29	30	
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PMI-SFBAC July 2010: <i>The Month of Scope Management</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 <i>Newsletter publication</i>	3
4 INDEPENDENCE DAY	5 INDEPENDENCE DAY (OBSERVED)	6	7	8	9	10
11 PMI Research and Education Conference (Information Only)	12 PMI Research and Education Conference (Information Only)	13 PMI Research and Education Conference (Information Only)	14 BOARD MEETING (PM)	15	16	17 QUARTERLY STRATEGIC PLANNING SESSION (AM)
18	19	20	21 JOINT DINNER MEETING WITH SILCON VALLEY?	22	23	24

25	26	27	28	29	30	31
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PMI-SFBAC August 2010: <i>The Month of Communications Management</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11 BOARD MEETING (PM)	12	13	14
15	16	17	18 SAN FRANCISCO DINNER MEETING	19	20	21
22	23	24	25	26	27 <i>Newsletter articles due</i>	28

29	30	31	
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PMI-SFBAC September 2010: <i>The Month of Integration Management</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 <i>Newsletter publication</i>	4
5	6 LABOR DAY	7	8 BOARD MEETING (PM)	9	10	11
12	13	14	15 WALNUT CREEK DINNER MEETING	16	17	18
19	20	21	22	23	24 <i>Newsletter articles due</i>	25

26	27	28	29	30	
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PMI-SFBAC October 2010: <i>The Month of Human Resources Management</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 <i>Newsletter publication</i>	2
3	4	5	6	7 LEADERSHIP INSTITUTE MEETING (DC)	8 LEADERSHIP INSTITUTE MEETING (DC)	9 LEADERSHIP INSTITUTE MEETING (DC)
10	11 COLUMBUS DAY	12	13 BOARD MEETING (PM)	14	15	16
17	18	19	20 SAN FRANCISCO DINNER MEETING	21	22	23 QUARTERLY STRATEGIC PLANNING SESSION (AM)
24	25	26	27	28	29 <i>Newsletter articles due</i>	30

31 HALLOWEEN	
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PMI-SFBAC November 2010: <i>The Month of Portfolio Management</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 ELECTION DAY	3	4	5 <i>Newsletter publication</i>	6
7	8	9	10 BOARD MEETING (PM)	11 VETERAN'S DAY	12	13
14	15	16	17 WALNUT CREEK DINNER MEETING	18	19	20
21	22	23	24	25 THANKSGIVING	26 DAY AFTER THANKSGIVING <i>Newsletter articles due</i>	27

28	29	30	
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PMI-SFBAC December 2010: <i>The Month of Career Development</i>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 <i>Newsletter publication</i>	4
5	6	7	8 BOARD MEETING (PM) – SPECIAL HOLIDAY DINNER	9	10	11
12	13	14	15 SAN FRANCISCO DINNER MEETING	16	17	18
19	20	21	22	23	24 CHRISTMAS DAY (OBSERVED) / CHRISTMAS EVE	25 CHRISTMAS DAY

26	27	28	29	30	31 NEW YEAR'S DAY (OBSERVED)	
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