

**AGENDA FOR PMI-SFBAC BOARD OF DIRECTORS MEETING – 5/6/09**

**Time: 6:00pm to 7:30pm (Pacific Time)**

Venue: 6:00 p.m. to 7:30 p.m. at 2100 Franklin Street / 2101 Webster Street in Oakland (same structure; two entrances and addresses - Conference Room A on the 17<sup>th</sup> Floor)

Dial-in number: 877-783-2009; Passcode: 124985

<i>Officers in <b>bold</b> were in attendance</i>			
<b>Officers (2009) Required</b>	<b>Position</b>	<b>Volunteers (Optional)</b>	<b>Position</b>
<b>Tony Appleby</b> <b>Nathalie Udo</b> <b>JP Zingmark</b> <b>Sonja C. Stewart</b> <b>Ray Ju</b> <b>Dhiraj Dogra</b>	President Past President CFO VP Professional Development VP Community Relations VP Operations	<b>Bill Dominguez</b> LouAnn Conner Eoin O'Donoghue <b>Candice Thompson</b> <b>Cindy Muscio</b> <b>Richa Sharma</b> TBD TBD <b>Deborah Droz</b> <b>Kimi Ziemski</b> <b>Christine Bachman</b>	Deputy VP of Community Relations Deputy VP of Operations Interim Director Communications / Newsletter Lead Director Membership Director Dinner Meetings Director Volunteers Deputy CFO Deputy VP Professional Development Administrative Assistant to the Board and President Former VP Communications Advisor

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:**

**Agenda by:** BoD/Deb Droz

**Timekeeper:** Deb Droz

<b>Board Reports</b>	<b>Minutes</b>
<p><b>SECRETARY</b> <i>Dhiraj Dogra</i></p> <p><i>Agenda Items:</i></p> <p>1.</p>	<p><u><a href="#">REPORT</a></u></p> <p><u><a href="#">Approval of last month's minutes?</a></u> unanimous</p> <p><b>STATUS:</b></p> <p><b>PLANS:</b></p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b></p> <p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b></p> <p><b>BOARD VOTES:</b></p> <p><b>MINUTES:</b></p>
<p><b>PRESIDENT</b> <i>Tony</i></p>	<p><u><a href="#">REPORT</a></u></p> <p><b>STATUS:</b></p> <p><b>Region 7 Summit</b> was a tremendous success with just over 100 leadership team members from various chapters within the region.</p>

<p><b>Agenda Items:</b></p> <ol style="list-style-type: none"> <li>1. Review of the Strategic Plan and KPI's</li> <li>2. Enterprise version of project scheduling software for handling and monitoring assignments</li> <li>3. Dates of Strategic Planning Session – how set</li> <li>4. Review draft of chapter project schedule status</li> <li>5. NIF Project for PMI Project Of The Year – <a href="https://lasers.llnl.gov/">https://lasers.llnl.gov/</a></li> </ol>	<p>(status of financials from JP). Feedback was generally quite positive, a retrospective was conducted by Tricia Hoekwater. The final write-up of the retrospective and survey results will be available later this month. Board members who have not provided a write-up of the breakout sessions that they facilitated should get those to Tony no later than May 11. Tony is still gathering material for inclusion in the summit proceedings and such will be forwarded to Richard Polendey by the end of the month.</p> <p><b>The board held</b> its first tactical meeting on 4/24 during which it crafted at a high level, the operational items it wants to address immediately. The team drafted a process diagram for dinner meeting events. It will meet again May 22<sup>nd</sup> pending approval from rest of board.</p> <p><b>Tony has crafted</b> a draft, high-level, project schedule of all chapter activities for the year. The board needs to review it carefully and will discuss at this board meeting.</p> <p><b>PLANS:</b></p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b></p> <p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b> See side panel</p> <p>The date for the Annual Membership Meeting is tentatively scheduled for 6/25 pending board commitment to the date.</p> <p><b>MINUTES:</b></p>
<p><b>FINANCE</b> <i>JP Zingmark</i></p> <ol style="list-style-type: none"> <li>1.</li> </ol>	<p><b><u>REPORT</u></b></p> <p><b>STATUS:</b></p> <ol style="list-style-type: none"> <li>1.) FINANCIAL REPORTS:       <ol style="list-style-type: none"> <li>a. Apr 09 Profit &amp; Loss,</li> <li>b. Apr 09 Balance Sheet, &amp;</li> <li>c. Apr 09 PaymentDownload</li> </ol> <p>Files posted to <a href="https://gamma80.msepmonline.com/Sites3609/Shared%20Documents/Forms/AllItems.aspx?RootFolder=/Sites3609/Shared%20Documents/Financial%20Reports/2009/4-april&amp;FolderCTID=&amp;View=(C2B00C19-A278-4901-803A-E94CD53F02EE)">BoD shared site:</a> <a href="https://gamma80.msepmonline.com/Sites3609/Shared%20Documents/Forms/AllItems.aspx?RootFolder=/Sites3609/Shared%20Documents/Financial%20Reports/2009/4-april&amp;FolderCTID=&amp;View=(C2B00C19-A278-4901-803A-E94CD53F02EE)">https://gamma80.msepmonline.com/Sites3609/Shared%20Documents/Forms/AllItems.aspx?RootFolder=/Sites3609/Shared%20Documents/Financial%20Reports/2009/4-april&amp;FolderCTID=&amp;View=(C2B00C19-A278-4901-803A-E94CD53F02EE)</a></p> </li> <li>2.) INCOME - Highlights:       <ol style="list-style-type: none"> <li>a. Affiniscape online payments \$21,925 (PMP Prep., Region 7, &amp; April dinner mtg.)</li> <li>b. Member dues \$8,310 (\$2k higher than previous month, &amp; highest amount in past 12 months)</li> <li>c. Global Knowledge Training (35th Anniv.) \$500 (?) is supposed to be in the mail (requires a PO Box run to verify)</li> </ol> <p>** Note: Brainstorm Group \$500: Finance has been working on this collection since July '08...our contact there just reported that their check is (finally) in the mail!</p> </li> <li>3.) EXPENSE - Highlights:</li> </ol>

- a. Courtyard by Marriott \$14,863 (Region 7)
- b. AME Group, Inc. \$7,640 (PMP Prep, profit sharing)
- c. Yank Sing Restaurant \$6,213 (Region 7)

#### PLANS:

- 1.) New Deputy CFO Kiran Darsha (yeah!) is ramping up training with CFO to learn Finance team activities & systems through May. He'll solidify his knowledge of the accounting system, online transactions from the chapter website, and customer invoicing & month-end close processes for participation in late May/early June.
- 2.) CFO is seeking firms to do a formal 2008 accounting review. Expect to use vendor for 2009 audit (next year) too. Not as easy to find a vendor as anticipated...will ramp up efforts in next 5-10 days. Suggestions / recommendations welcome!

#### STRATEGIC/OPERATIONAL MILESTONES/CHANGES:

- 1.) Previous plans completed:
  - a. Finance provided compliments and suggestions to both the 'Region 7' & '35th Anniv. Celebration' post-review processes in April.

#### ISSUES, RISKS, & AGENDA ITEMS:

- 1.) PM Prep Cast
  - a. Recommend Prof.Dev. sign-up for new product newsletter, establish relationship with vendor, and make needed changes to website (either remove web page if decide to discontinue, or modify web page for new version) by June 1.
  - b. Recommend the new product be marketed / advertised effectively to enhance this low-cost (to us & members) revenue stream.

#### MINUTES:

**Any questions re:** the published material/agenda items?

Wanted to acknowledge that the chapter made approx. \$5k re: PMP Prep Course.

**Member Dues** - This last month was interesting from membership income perspective. Good income...at over \$8,300. Largest monthly member dues collection in over 2 years.

**Expense** – Biggest hits in April were for the 35th Anniv. (\$52k) and profit sharing (\$7k) with AME Group.

**SONJA** – discussion w/ JP – concerned about reconciling of classes and how much they paid. Affiniscape/JP report doesn't jibe with what I see. Affiniscape bills without telling us how much money we receive in money per event, they break it down per day.

**JP** – More tactical than strategic, but we can look at batches Affiniscape sends and what we see in the online registration system as a verification that it is accurate.

**SONJA** – Has kept records and will share with JP so this can be re-studied...

**JP** – Hired a deputy CFO, project mgr in technology company, and will be my virtual shadow while I bring him up to speed. Want to break out all the different roles of finance, and break it out more for the ops manual.

**PM Prep Cast** – Adding video to the podcast, and double the price – translate into site changes if we decide to pursue it. Is this a good price for our members – do we like the video? Sonja has added a volunteer (Coline Son Lee) that will take on some of these webinar issues.

	<p><b>JP</b> – Any other issues? Alex Brown webinar showing low attendance. Suggest addt'l marketing attention. The April dinner meeting had 86 attendees...net loss to the chapter of \$2580 to Marriott WC.</p>
<p><b>OPERATIONS</b> <i>Dhiraj Dogra</i></p> <p>1. Recognizing Projects of the Year</p>	<p><b>REPORT</b></p> <p><b>STATUS:</b></p> <ul style="list-style-type: none"> <li>- Two charters awaiting formal board approval.</li> <li>- Hired Director of Communications and Social Media Managers</li> </ul> <p><b>PLANS:</b></p> <ul style="list-style-type: none"> <li>- Project kick off and start hiring for the two projects once we get formal board approval.</li> <li>- Build teams for Communications and Social Media</li> </ul> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b></p> <ul style="list-style-type: none"> <li>- New conference call service in activated saving Chapter 30% on such.</li> </ul> <p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul> <p><b>MINUTES:</b></p> <p><b>PMO LIG (Local Interest Group) Charter</b> – Chapter supports until they become self-sufficient. Approving does not commit anything specific at this point in time...just acknowledges that we will support. SIGS are supposed to dissolve by end of 2009...concern is that SIGS will be brought back as either community programs or forums. Won't receive very much PMI support. SIG boards will be selected by SIG. SIGS are not moving that rapidly towards this – there is a financial aspect to this. However, we can move forward with the LIG model, it remains even if the SIG goes away, and our chapter manages it.</p> <p>Is there member demand? No research has been done on members. Research was predicated off annual membership survey, and the interest was culled from this.</p> <p>Need to vote on this tonight? Table the vote tonight until all have had the oppt'y to look at the documentation. Will continue conversation offline. Have this conversation about Chapter PMO – include this in the next tactical meeting.</p> <p><b>SISTER CHAPTER PROJECT</b> – We don't have any connections with another chapter to learn from and exchange best practices. D.C. has this program very well established (Shanghai) – and we are looking to follow the same model. Member/speaker exchanges, concerned about cost – is value associated with cost? Would like to see more clarity surrounding the vision to understand a bit better that we are establishing the charter very clearly. See if it works by starting with webinars and video-conferencing. Let's find out what the quantifiable benefits are...let's explore it more.</p> <p><b>Ops Manual</b> - We are moving briskly on Ops Manual...have sent out email to all of board – please send Christine any feedback by May 15<sup>th</sup>. This first step is for all of you to send to LouAnn and Christine <b>a checklist of any steps/process you have for your area</b>, and send any documentation that you may currently have. Any questions? Send email to LouAnn and Christine.</p> <p><b>Richa</b> – question: Process analyst is going to start documenting volunteer processes. Where is the disconnect that we are not</p>

	<p>following the format....What I can do is have a couple of people to get in touch with you (Christine) to get started on the documentation. Christine is happy to talk to anyone already working on some of this documentation. We are also doing some gap analysis...</p> <p><b>Cindy</b> – did not get this note. Dhiraj will resend. This is the first of on-going communication we will have about this.</p> <p><b>JP</b> – Jen Prest is working on a set of best practices...is the procedures or policies? Where should she post it, etc. Sonja, have you already started some of this?</p> <p><b>Mentoring Program</b> - is moving along.</p>
<p><b>COMMUNICATIONS</b> <i>Dhiraj</i></p>	<p><b><u>REPORT</u></b></p> <p><b>STATUS:</b> <b>PLANS:</b> <b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b> <b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b></p> <p><b>MINUTES:</b> <b>Communications</b> - Have hired director of communications, Natalia Boyadejiev.</p>
<p><b>MEMBERSHIP UPDATE</b> <i>Candice Thompson</i></p>	<p><b><u>REPORT</u></b></p> <p><b>STATUS:</b> Completed Monthly Membership Report Completed 35th Anniversary Surveys</p> <p><b>PLANS:</b> Create renewal reminder draft for board to review Add additional Membership Volunteers to the team Complete Dinner Meeting Surveys from previous months</p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b> <b>ISSUES, RISKS &amp; AGENDA ITEMS:</b></p> <p><b>MINUTES:</b></p> <p>Member Numbers are up to 2600. Above threshold we met in 2006. Larger than we've ever been before. 1533 PMP's – more than we've ever had. Trying to get those that have lapsed engaged back in the chapter. (TONY – Update attrition numbers – talk about offline).</p> <p>Surveys – People pretty happy about 35<sup>th</sup> anniversary. Other surveys will be complete by next month.</p>
<p><b>VOLUNTEERS</b> <i>Richa Sharma</i></p>	<p><b><u>REPORT</u></b></p> <p><b>STATUS:</b></p>

<p>1.</p>	<p>New recruitment officer, Nancy Slater is being trained to come up to speed with the volunteer database and will be helping Richa with the volunteer process ... Please copy Nancy on everything.</p> <p>Recognition/appreciation event will be moved to June/July timeframe...survey monkey is being used to get headcount and to get an idea of which type of event is more popular.</p> <p>Both recognition and appreciation are being handled by Cathy Zaeni.</p> <p>We just recruited a process analyst, Gwen, and she will be working with Nancy and Cathy to define recognition process and improve the recruitment process.</p> <p>Until we recruit an application administrator, Gwen will be helping out with the Volunteer 2 application.</p> <p><b>PLANS:</b>  <b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b>  <b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b></p> <p>Agenda items – got Cindy’s needs for volunteer for dinner event, but what I need for any other urgent volunteer requests is an email to me and Nancy with the subject line of “<b>URGENT REQUEST FOR VOLUNTEER.</b>” This will facilitate quicker response from my team.</p> <p><b>MINUTES:</b></p> <p>Ambassadors are JoAnn and Jason - helping on recruitment process.</p> <p>Richa will provide everyone with a cc: distribution list for requests for volunteers.</p> <p>Sonja is gathering ‘volunteer wannabe’s’ via the surveys for the meetings – pass on to Richa.</p> <p>Tony – Volunteer of the month – need to bring this back up. Richa will give this info/process by Cathy Zaeni. We will continue with Volunteer of the Month. (concern about those around a long time not being recognized, but tenure/longevity does not in itself warrant recognition as volunteer of the month).</p>
<p><b>COMMUNITY RELATIONS</b>  <i>Ray Ju</i></p> <p>1. PMI Educational Foundation meeting 4/24 with Lew Gedansky, Executive Director</p>	<p><b><u>REPORT</u></b></p> <p><b>STATUS:</b>  Victoria Thomas, Director of Public Relations has outlined the key elements of a PMI SFBAC Chapter Press Kit. She is researching what is currently available from our Wiki as a baseline to start fine tuning and add to.</p> <p>Bill Dominguez, Deputy VP has conducted the 35th Anniversary Retrospective and gained insights from the core team on What Went Right and What Can Be Improved. These will be published onto the Chapter Wiki and utilize some actionable items for the planning of the July joint dinner meeting. He has also been able to establish LinkedIn connections with various counterparts from the Region 7 Conference.</p> <p>Kimi, Past VP, conducted a Lessons Learned from the 35th Anniversary Breakfast Meeting and will continue to further develop the</p>

	<p>relationship with the SIM organization on a national basis</p> <p><b>PLANS:</b> Elaine Law, Director of CR has established a PMI presentation to the Port of Oakland's CIO, Fred DePalm and his IT staff which is scheduled for late May.</p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b> Kimi, has taken the action items from our team meeting last week to 1) get access to the DEP for data mining purposes of potential partners, 2) find sponsors for the upcoming July joint dinner meeting with Silicon Valley, and 3) develop an outline draft of "Chapter Succession Planning" for the Orlando Leadership conference.</p> <p>Two volunteers have been recruited onto the CR Team, Eric Bourhis of Genetech as the Customer Advocate and Paul Frias a PM Graduate Student as Research Analyst.</p> <p>The President of the Northwest Software Quality Conference, Debra Lavell has reached out to SFBAC through Ray for promoting their October event in Portland.</p> <p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b> Coordination of APLN relationship through Bill for establishing a Certified Scrum Master session CR Team is requesting for DEP access for sponsorship contacts through membership employers</p> <p><b>MINUTES:</b> Kimi – NJ is taking our model and lessons learned next year...2 other chapters, also, and spreading the word in Europe and Asia. Kimi – made herself known to the GOC in PA this week. Nancy Burger and Cathy Friday carried humongous kudos to carry on 2 major events in one year. We get overworked because we don't do things the size of NJ or DC, but they sent kudos out to our chapter. GOC is trying to help the West Coast have a stronger representation on the GOC – they want to make sure they don't burn SFBAC out... Nancy took forward things she heard over and over again as themes...GOC is taking that and determining how they can better support the chapters. Ray – if you are travelling, meet with local chapters and introduce yourself and help SFBAC get known.</p> <p>Got a chance to meet with Lew, he is Executive Director of PMI Educational Foundation. Very exciting programs, scholarships, training, PMI life skills for teachers. Got some brochures and CD's, check in with your VP's to get a copy of these CD's. He also established contact with the Oracle education foundation.</p> <p>Recruited JR to make a presentation on Corporate Responsibility on May 20. Will work with Sonja on details.</p> <p>Bill – loss of 4 to 5K on 35<sup>th</sup> anniversary.</p>
<p><b>PROFESSIONAL DEVELOPMENT– Sonja Stewart</b></p> <p>1. Identify PM for Recognition of Projects for IPM</p>	<p><b>REPORT</b></p> <p><b>STATUS:</b></p> <ol style="list-style-type: none"> <li>1. Cindy Muscio will move into the Deputy VP Professional Development role as of 6/1.</li> <li>2. 5 new areas of status for PD: Dinner mtg/bkfst roundtable (Aisha Williams, 6/1), Job Support Activities (Sharawn Conners, Mentor/Advisor, Kaaren Walsh, effective now - career center falls under this), Speaker Series/Collaboration (Michael Balsam, effective now), Certification (Tim Salaver, effective now), Established Professional Speakers, Project Management Experts (Greg Rawls, effective now). Need to get them started on something, still team building - all 5 areas are moving along,</li> </ol>

<p>day - consider</p>	<ol style="list-style-type: none"> <li>3. PMP prep study group will fall under Tim Salaver's area, initially he is building his team and they are going to start with a needs assessment to determine interest in PMP prep support groups. Will have update on this by next board mtg.</li> <li>4. Still need to decide how we want to provide webinars for our chapter. Need to get board approval for webinars currently available.</li> <li>5. Jen Prest is our Venue liaison and reports to JP Zingmark.</li> </ol> <p><b>PLANS:</b></p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b> Board needs to provide and review the Strategic Plan – strategy, goals, etc. In order to achieve these goals and objectives, we need to know what they are and work toward them.</p> <p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b> Need another set of equipment for classes in order to minimize chaos of getting equipment to various dinner meetings and other Professional Development events. One set for dinner meetings only, the other set for rest of group. Will start asking speakers to bring/use their own equipment when possible.</p> <p><b>MINUTES:</b></p> <p>Colleen is coming on board to look at issues with Webinars. Trying to work with Lee Lambert on International Project Management Day, first Thursday in November. (As PD moves forward, I would like to adopt a 'turn-key' operation for speakers...let them take some of the risk.) Lee is pulling together a motivational speaker, athlete ?, how do you survive in a turbulent time. Chevron speaker? Orange County – when they do recognition of projects they get a lot of people coming out. Let's recognize some projects from the bay area, in the areas of the technical, non-profit, and construction industry. (Sonja, anything else I missed?) Lou Owaini, etc., etc.</p> <p>Should we look at a scholarship process? Sacramento already has a program. Lee Lambert has a scholarship program, also. He can take a percentage off the classes.</p>
<p><b>DINNER MEETINGS</b> <i>Cindy Muscio</i></p>	<p><b>REPORT</b></p> <p><b>STATUS:</b> May meeting posted and registration open June meeting posted and registration open July – waiting for MOU between the two chapters (Silicon Valley is drafting). SV has selected speaker, Mark Morgan, and SFBAC has selected Frank Saladis</p> <p><b>PLANS:</b> next month, plan to fill out all open slots and post to web</p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b></p>

	<p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b>  September – Cindy - Who is Speaker for this month? John Stenbeck - workshop  October - IIL  November – Cindy Need Speaker information - Open  December - Need to decide what want to do with holiday party (volunteer recognition). (Cindy will coordinate discussion about this topic)</p> <p><b>MINUTES:</b></p>
<p><b>PAST PRESIDENT</b>  <i>Nathalie</i></p> <p>1.</p>	<p><b>REPORT</b></p> <p><b>STATUS:</b>  Webmaster has been introduced to people who need to know and is working on consistency and updating pages. Have a weekly email blast to members and the processes still need to be optimized, but the first steps are there.</p> <p>Succession planning – will be looking at election process including requirements and will match that to our bylaws then to create processes so that we get the right skill set on our future board.</p> <p><b>PLANS:</b>  Get portfolio done by next board meeting.</p> <p><b>STRATEGIC/OPERATIONAL MILESTONES/CHANGES:</b></p> <p><b>ISSUES, RISKS, &amp; AGENDA ITEMS:</b></p> <p><b>MINUTES:</b></p>
<p><b>MEETING  EVALUATION /  WRAP-UP – All</b></p>	

**Next Meeting on**

Wed., June 10, 6 – 7:30 pm

at the California Pacific Medical Center business office at  
633 Folsom, SF, CA –

**Report Format:**

**STATUS:**

**PLANS:**

**STRATEGIC/OPERATIONAL MILESTONES/CHANGES:**

**ISSUES, RISKS, & AGENDA ITEMS:**

## PMI SFBAC 2009 Schedule

To accommodate requests from several chapters, the monthly teleconference call for all component leaders has been changed to the 4<sup>th</sup> 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	
May	26th	Tuesday**	7:00 p.m. (PST)	Professional Development & Education	Call-in info will be sent out at least a week prior to the meeting date.
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	

### January

Wed, Jan 7: 6:00 – 7:30pm

Thur, Jan 15

Fri, Jan 30/Sun, Feb 1

BOD

Dinner mtg, SF

Strategic planning mtg off-site with new BOD  
(incl. Advisory board & key Directors)

### February

Fri – Sun, Feb 6 – 8

Mon – Wed, Feb 9 – 11

Wed, Feb 11: 6:00 – 7:30pm

Wed, Feb 18

APAC LIM (just FYI)

APAC Congress (just FYI)

BOD

Dinner mtg, Walnut Creek (WC)

### March

Fri, Mar 6

Wed, Mar 16: 6:00 – 7:30pm

35<sup>th</sup> anniversary event/celebration

BOD

### April

Sat, Apr 4: 8am-12pm

Wed, Apr 8: 6:00 – 7:30pm

Fri-Sun, Apr 10-12

Wed, Apr 15

½ day Strategic planning mtg (official handover)  
(incl. Advisory board & outgoing board)

BOD (if needed)

Region 7 Summit, SF

(BOD + key directors are expected to attend)

Dinner mtg, WC

### May

Wed, May 6: 6:00 – 7:30pm  
Fri-Sun, May 15-17  
Mon-Wed, May 18-20  
Thur, May 21

BOD  
EMEA LIM (just FYI)  
EMEA Congress (just FYI)  
Dinner mtg, SF

## June

Wed, Jun 15: 6:00 – 7:30pm  
Wed, Jun 17: 5:30 – 8:00pm  
Thur, June 25  
Sat, Jun 27: 8am-12pm

BOD  
Summer Fun event  
Annual Membership Meeting (Virtual)  
½ day Strategic planning mtg  
(incl. Advisory board)

## July

Wed, Jul 8: 6:00 – 7:30pm  
Thur, Jul 16

BOD (if needed)  
Joint dinner mtg – Silicon Valley

## August

Wed, Aug 12: 6:00 – 7:30pm  
Wed, Aug 19  
Sat, Aug 29: 8am-12pm

BOD  
Dinner mtg, WC  
½ day Strategic planning mtg  
(incl. Advisory board)

## September

Wed, Sep 9: 6:00 – 7:30pm  
Thur, Sep 17

BOD (if needed)  
Dinner mtg, SF

## October

Tues-Oct 6: 6:00 – 7:30pm  
Thu-Sat, Oct 8-10  
Sun-Wed, Oct 11-14  
Wed, Oct 21

BOD  
NA LIM (BOD + key directors are expected to attend)  
NA Congress (just FYI)  
Dinner mtg, WC

## November

Sat, Nov 14: 8am-12pm  
Thur, Nov 19

½ day Strategic planning mtg (incl. Advisory board)  
Dinner mtg, SF

## December

Wed, Dec 2: 6:00 – 7:30pm  
Wed, Dec 9

BOD + BOD & key Directors holiday get together  
Dinner mtg - Holiday Party!, SF