



## Minutes

**Meeting Date:** September 15<sup>th</sup>, 2011

**Meeting Location:** Mac & Bob's  
Salem, VA

**Members Present:** Lal Harter  
Deanna Cox  
Patricia Bidanset  
Katie Miano  
Valerie Tweedie  
Philip Weese

1. Review and approval of minutes from August 25, 2011
  - a. Deanna motioned to approve, as amended, seconded by Lal
2. Treasurer's report
  - a. Tabled – no report available
3. CEAR program reviewer
  - a. Lal distributed information regarding the CEAR program and asked if anyone would be interested in participating
  - b. There was no interest from the member's present
4. Conference call and membership update
  - a. Phil reported on his phone call with Rashaad regarding new memberships and Chapter Recognition Points
    - i. Membership growth goal – 5%
      1. Val has a new member joining soon
      2. Lal or Deanna to check for new RFC employees' membership (3 possible new members)
    - ii. Chapter Recognition Points goal – 50,000 per year
      1. 1<sup>st</sup> quarter filing date had passed (points can be included with 2<sup>nd</sup> quarter filing)
      2. Val volunteered to update CRP for the chapter

5. Chapter Professional Development Workshop
  - a. Volunteers needed to handle the following items:
    - i. Registration table – Katie volunteered
    - ii. Speaker gifts – Lal volunteered (\$25 gift card for each speaker)
    - iii. Handouts – Deanna volunteered to print agendas, all other items will be emailed to participants and posted to Chapter website
    - iv. Door prizes – Lal volunteered to contact AGA for door prizes, will also purchase some gift cards for door prizes
    - v. Nametags – Patricia volunteered to print nametags
6. Other Business
  - a. Discussed the possibility of Patty stepping down from Treasurer’s position due to her inability to attend meetings regularly – no action taken at this time.
7. Future Meeting Dates/Locations
  - a. Next meeting to be held either November 3<sup>rd</sup> or November 10<sup>th</sup> – Lal will email members to determine if there is a preference between dates
  - b. Location to be determined
8. Lal motioned to adjourn meeting, seconded by Patricia.