

# American Society for Quality Saginaw Valley Section 1004

Annual Planning Meeting

Saturday, June 28, 2003; Saginaw, MI

Attendees: Rudy Salinger, Anita Kenworthy, Scott Near, Pete Hudeck, Michele Althoff, Greg Rovoll, Jean Esckelson, Jim Galm, and Chris Eckerle.

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THEME: BACK TO BASICS

AGENDA:

I. Opening comments, confirm agenda.

Rudy opened the meeting at 8:10 AM and reviewed the agenda.

Everyone was in agreement with the topics to be discussed.

II. Treasurer's Report

Jean presented a summary to include an ending balance of \$7491.82. This is slightly below last year.

***ACTION ITEM: Jean to get with Greg regarding outstanding vouchers.***

III. Membership Status Update

Bill not in attendance to present report; Information on website is through March 31, 2002.

***ACTION ITEM: Bill to provide updated stats to Michele by September 2003.***

IV. Section Management Program

Chris reviewed last year's Section Management Program, concurrently preparing the National report for ASQ.

Next year's Section Management Program was developed. This year's

requirements from ASQ are somewhat streamlined but require measurement against goals. It was decided to review the Section Management Program at the monthly Executive meetings.

Chris was also named the Vice-President, replacing Chair-Elect Jamie McGee who is leaving the area. Note, this is an interim appointment to provide back-up for the Chair; we will still need to elect a Chair-Elect as well as a Chair in Spring, 2004.

V. Six Sigma Course Update

The committee consisting of Jim, Bill, Karl and Pete handed out a Summary. Summary included cost for the two classes at \$500 each with the computer class costing around \$200. Class Name: Principles of Statistical Engineering. New team includes Scott Near.

***ACTION ITEM: Research ASQ National Guidelines with partnership with Delta College. (Who supplies instructors, advertisements, and facilities?) Have Course Syllabus ready by October Executive Meeting. Karl to investigate the Workforce Development Group.***

We discussed a TS 16949 course for the Fall. If Karl is willing to do this, it would appear to be worthwhile.

VI. Web Site Format

Pete presented his updates to the website. All were in favor of the changes. New interactive site and member spotlight were proposed.

VII. Newsletter Format

Michele updated the group on the cost savings realized by the Statistics Division. Group decision was to move to an on-line newsletter. Those agreeing to accept e-mail will start receiving it that way in September. For others, a final paper copy will go out in September to notify all members of the change. Then only postcard notifications will be sent. This change gives us the opportunity to improve membership value through use of current technology.

***ACTION ITEM: Rudy to announce this in the September Newsletter.***

VIII. Acceptance of Credit Cards

Tabled till more information is received.

IX. Program Planning for 2003-2004

Please see attached Calendar of Events / Locations.

X. Possible Change in Board meeting dates

It was decided to change the meeting day to the fourth Thursday of the month. For November and December, we will tentatively plan on the 3<sup>rd</sup> Thursdays, to avoid Thanksgiving and Christmas.

***ACTION ITEM: Rudy to reserve a room at the Texan.***

XI. New Business

Rudy brought up that periodically he receives calls / e-mails from auditors needing audit experience. Some Sections provide a service whereby auditors needing experience and companies desiring free audits would be put in touch with each other. No dollars would be exchanged between the company and the auditor. Rudy will put an article in the Newsletter to determine if there is any interest among Section members to establish such a program.

***ACTION ITEM: Rudy to put an item in the October Newsletter.***

Does anyone have a copy of our Section By-laws? Please let Rudy know. We should review them.

XII. Meeting adjourned 2:30 PM.

XIII. Minutes submitted by Michele Althoff.