

Chair:	Deby Covey	
Access:	Microsoft Teams – Governance – BoD Meeting Agendas and Minutes Channel	
	Present (quorum=X)	Absent
	President: Deby Covey VP Career Dev: Vick Madenian VP Finance: Meeta Autrey VP Membership: Danielle Benson VP Marketing & Communications: Rose Otowo - M VP Operations: David Doan VP Programs: Phoebe Johnson - M VP PMO and Administration: Sean Kennedy VP Technology: James Jackson Past President: Svetlana Averbukh Trustee: Barbara Cooke Trustee: AJ Jafari - M Trustee: Ida Harding - M	
	Response with Regrets: Trustee: Kay Rathfelder	
	Guest: PMO Office - copilot	

Decisions made

Approval of October BOD minutes
 Motion passes with vote of 6:0:3

Volunteer Spotlight

- Adding “What Lights You Up?” to the Volunteer Spotlight questions
- Changing cadence to twice a month
- Add Volunteer Spotlight to the carousel

Nomination Committee Updates

- Finance Candidates for a full 2025 board – officially 2 – application deadline Nov 30
- Trustees applications due date – Dec 8

Items of Note from Status Reports

- EOY Volunteer Recruitment Event
 - Reminder to register and request committee members do so as well
 - Reminder to enter your volunteer hours

- When do we update the website with the 2024 Volunteer Recognition Awards?
- Update on Volunteer award nominations – ready to be sent
- Cross Committee Activities - 1Q2025
 - Virtual Kickoff Event – What Lights You Up Campaign - Feb 2025
 - Marketing + Membership + Programs
 - Targeting late January/early February
 - Chapter of the Year Celebration (planning starts Jan 2025) - 1Q2025
- Membership Committee Activities - 1Q2025
 - In Person Volunteer Recruitment Event – Feb 2025
 - Virtual New and Prospective Member Orientation – March 2025
 - In-Person Networking Event with PMI-OC – March 2025
- [Rewards and Recognition](#) –current document may need revising
 - Discussion of free of at cost tickets for volunteers who work events
 - Tax form available for “free speakers”
 - Option to mail merge certificates on events that members attend (TBD)
- Scholarship awareness
 - Mention this at the orientation and recruitment events
- Tracking membership metrics
 - VP Membership will work with Zeydi on pulling metrics
 - President to send trends for membership from past
- Schedule date for Teams class
 - Membership needs Teams Training – it will be done in January by Tech Team
- President:
 - Website scrolling carousel added just below calendar – thoughts?
 - Will add an item for Volunteer Spotlight on website
 - Update on VEP restrictions and deadlines – can use a generic volunteer position to get the additional funding from PMI – read thru document on changes in 2025 and 2026
 - Bylaws template is available now
- Programs:
 - AGM date – pushed out to 1/16/25 -- need numbers from Programs Career Dev Membership & Finance. All others need to provide an overview of how they met stated goals from Jan 2024.
- Finance:
 - Last day to submit 2024 Expense Reports is December 18, 2024.
- Government Affairs Meeting invites need to be sent under Operations for the first Thursday of every month.
- Strategic Session – January with BoD. Trustees & Key volunteers – date TBD – Can use Library –
- Career Dev – PMP Prep – need venue so we can schedule training
- PMO Admin – board is created for BoD items in Trello

Status of “The Big Item” (social impact)

- Social Impact Hours goal met for 2024
- PMWB hours entered; need assistance entering the other sets of hours

Annual plan objectives

- 2547 members as of Nov 1; retention YoY is still in high 70s;

Compliance & Security topics

- TBD

Miscellaneous topics

- TBD