

2026 Board of Directors Meeting | 2026 Jul | Meeting Agenda and Minutes

Chair:	Meeta Autrey		
Meeting Scribe:	Lindiwe Stenberg		
Microsoft Teams Site:	BoD Meeting Minutes 2026		
Microsoft Teams Meeting Information:	Insert link here		
Robert’s Rule of Order References:	Parliamentary Procedure for Meetings Robert’s Rules of Order – Simplified		
Attendees			
Present (Quorum = At least 6)	Present	Absent	
President: Meeta Autrey	X		
VP of Operations/President-Elect: Phoebe Johnson	X		
VP of Finance: Robert Shake	X		
VP of Programs: Trevas Williams	X		
VP of Membership: Danielle Benson	X		
VP of Career Development: Eric Brown	X		
VP of Marketing & Communications: Alex Ellsworth	X		
VP of PMO & Administration: Sean Kennedy	X		
VP of Technology: James Jackson	X		
VP of Volunteer Engagement: Bike EnWezoh	X		
VP of Outreach: Angelo Salazar	X		
Immediate Past President: David Doan	X		
Trustee: Deby Covey	X		
Trustee: Barbara Cooke	X		
Trustee: AJ Afari		X	
Trustee: Keith Birch	X		
Trustee: Kay Rathfelder		X	
Trustee: Svetlana Averbukh	X		

Response with regrets:	• First Last Name • First Last Name
Guests:	•

Agenda

1. Call to Order

- **Meeting called to order by the President at 7:04PM**

2. Approval of Prior Meeting Minutes

Vote: Approval of June 2026 Meeting Minutes

- **Motion by:** VP Membership
- **Seconded by:** VP Operations
- **Result:** The motion passes with 10 Approved, 0 Opposed, 0 Abstained

3. Prior Motions Recap

- **Motion Description:** Motion to approve \$2000 additional budget finance from the non-operational funds to remediate QuickBooks entries for two years and complete reconciliation process by Mavency
 - **Motion by:** President
 - **Second by:** VP of Finance
 - **Result:** The motion is carried (6 approved, 0 opposed, 3 abstentions)
- **Motion Description:** Appointment of Bike EnWezoh to VP of Volunteer Engagement
 - **Motion by:** President
 - **Second by:** VP of Operations/President Elect
 - **Result:** The motion is carried (9 approved, 0 opposed, 2 abstentions)
- **Motion Description:** Appointment of VP of Outreach
 - **Motion by:** N/A
 - **Second by:** N/A
 - **Result:** Angelo Salazar is voted as VP of Outreach (5 approved, 4 opposed, 0 abstention)

4. New Motions

- Approve Sustainability Innovation Challenge as a PMI-LA Chapter Project.
- **Updates:**



- Project timeline moved to April 2027.
- Alignment with Los Angeles Climate Week.
- Additional planning time needed for sponsorships, nonprofit partners, and venue selection.
- Project approved as a standalone initiative.
- Vote to Approve Sustainability Innovation Challenge as a PMI-LA Chapter Project.
 - **Motion:** VP Finance
 - **Second:** VP Membership
 - **Result:** Approved (9 Yes, 0 No, 2 Abstain).

5. [Master Calendar Review :](#)

- **Updates:**
 - LA Summer picnic
 - PMI Path to PMP – 2 different dates, Andy Ross is a local musician in OK GO band. PMI asked us to help document his journey including mentorship with a recent PMP recipient and have him be a part of an event. MSNU on 22, Lacy on 21 are venue options for in person PMI path to PMP event. Will be a “normal” chapter event that is open to all with a speaker, networking & food. Confirmed for Aug. 21 at LACI
 - PMP bootcamp – sept 19 start and will run for 6 weeks on Saturdays
 - LIM event on the calendar?
- **Blockers:**
- **Next Steps: Awards event/EOY celebration finalize venue around Dec 10**

6. [Current Chapter Initiatives](#)

Website Redesign

- **Updates**
 - VP Marketing accepted the Executive Sponsor role.
 - Existing website mockups and design concepts will be leveraged during project planning.
 - Project intake activities will begin to formalize the initiative.
- **Blockers:**
 - Project team structure has not yet been finalized.
 - Executive sponsor and project management responsibilities require formal documentation
- **Next Steps:**
 - Complete project intake process.
 - Confirm project resources and team participation.
 - VP Technology to evaluate collaboration opportunities between Marketing, Programs, and Technology.

Volunteer Engagement Platform (VEP)

- **Updates**

- Migration planning activities resumed.
- Readiness assessments and VP engagement planning continue.
- Supporting documentation and templates are being prepared to assist portfolios during migration activities.
- **Blockers**
 - Organizational structures and role documentation require updates across portfolios.
 - Reporting and platform-transition requirements remain under review
- **Next Steps**
 - Distribute readiness questionnaire to VPs.
 - Review org charts and portfolio structures.
 - Continue migration planning and stakeholder engagement activities.

Member Summer Event

- **Updates**
 - Summer member event confirmed for August.
 - Event logistics and member engagement planning continue.
- **Blockers**
 - None identified
- **Next Steps**
 - Finalize event logistics.
 - Continue member registration and event promotion.

Career Connect

- **Updates**
 - Multiple recruitment partners are now participating in the initiative.
 - Initiative has matured to operational status.
- **Blockers**
 - None identified
- **Next Steps**
 - Move Career Connect to Business-as-Usual operations.
 - Remove from recurring Board discussion agenda.

7. New Business

Super Member Initiative

- **Updates:**
 - Recognition program launched to highlight highly engaged members.
 - Initial member selection process completed.
- **Blockers:**
- **Next Steps:**
 - Announce recipients during the next flagship event.
 - Continue quarterly recognition activities.

OneDrive Audit (VP Technology/VP Ops)

- **Updates:**

- Audit planning has begun.
- Technology and Operations teams are reviewing repository structures and file organization practices.
- **Blockers:**
 - Legacy file structures require assessment.
 - Sensitive content may require special handling.
- **Next Steps:**
 - Complete inventory and audit activities.
 - Develop recommendations for repository cleanup and governance improvements.

Strategy Session Planning

- **Updates:**
 - September strategy session planning continues.
 - Venue identified and under review.
- **Blockers:**
 - Potential scheduling conflicts with PMP preparation activities.
- **Next Steps:**
 - Confirm date and venue.
 - Finalize logistics and participant communications.

LIM/Global Summit

- **Updates:**
 - Attendee list established.
 - Conference preparation activities underway.
- **Blockers:**
 - Registration and travel coordination still in progress.
 - Budget management remains under review.
- **Next Steps:**
 - Complete registrations and travel arrangements.
 - Ensure attendee reporting requirements are communicated.

PMI Path to PMP

- **Updates:**
 - PMI confirmed support for venue and event expenses.
 - Event planning continues.
- **Blockers:**
 - Speaker identification remains in progress.
- **Next Steps:**
 - Finalize speakers and event agenda.
 - Continue logistics coordination with PMI.

No Cost Social Networking Events

- **Updates:**
 - Concept introduced for member-led local networking activities.
 - Board expressed interest in exploring the model further.
- **Blockers:**
 - Event structure and ownership model have not yet been defined.
- **Next Steps:**
 - Continue concept development.
 - Evaluate opportunities for pilot implementation.

NomCom

- **Updates:**
 - NomCom preparation activities have begun.
 - Recruitment of Trustee participants is underway.
- **Blockers:**
- **Next Steps:**
 - Begin Board outreach regarding election participation.
 - Continue preparation for October elections.

Trustees

- **Updates:**
 - Trustees prepared an overview presentation outlining Trustee roles and support functions.
- **Blockers:**
- **Next Steps:**
 - Present overview during a future Board meeting.

Programs Event Pipeline / Flagship Growth

- **Updates:**
 - Strong registration trends reported for upcoming programming.
 - Additional collaboration and outreach opportunities are being explored.
- **Blockers:**
 - Resource coordination required to support anticipated growth in attendance
- **Next Steps:**
 - Continue event planning and cross-functional coordination.
 - Advance October and future program development efforts.

7. Adjournment

The meeting was adjourned at **8:34PM Pacific Time** by the **President**.

Action Items

- **Trello Board of Directors:** <https://trello.com/b/FaC4nm25/board-of-directors-bod>

Instructions to record your time

- Log into [MyImpactPage](#) using your credentials
- Click on “**HOURS**” in the menu bar
- “**Activity**” field: Select “**PRES Board Meeting**” (under “**PRESIDENT’S OFFICE**”)
- “**Date Volunteered**” field: Enter values in the “**Hours**” and “**Minutes**” fields, respectively
- “**Time Log Note**” field: Enter “**2025 [Month] BoD Meeting**”



HOME OPPORTUNITIES SCHEDULE **HOURS** REPORTS CONTACT MY PROFILE

Hours

Log Out Help

Log Hours

Activity

Show these activities **Active** Inactive

PRES Board Meeting

Date Volunteered

01/21/2025 Hours 1 Minutes 30

Feedback

Response

Time Log Note 2025 January BoD Meeting

☐ Keep Feedback Fields Populated

Save and Log Another

Save