

ASQ NY/NJ Metropolitan Section #300
Meeting Minutes for ASQ NY/NJ Metropolitan Leadership Team
July 27, 2011

Location: Affinia Hotel, 371 7th Ave., New York, NY

Attendance: Tim Leary, Austin S. Lin, Jorge Rosas, Michael Tedaldi (the sign in sheet is attached)

Meeting Called to Order: 6:00 pm

Item	Discussion	Decisions/Actions
1	Approve Meeting's Minutes for May 26, 2011 and June 21, 2011,	<p>A Motion to approve the May 26, 2011 Minutes was made by Austin and seconded by Jorge. The motion was carried.</p> <p>A Motion to approve the June 21, 2011 Minutes was made by Tim and seconded by Jorge. The motion was carried.</p>
2	Membership List Sharing,	<p>There is an opportunity to share-mail with all Sections in Region 3. It was agreed that the Metro Section continue to opt into this information sharing.</p> <p>Action: Austin will send an e-mail to share our list serve with the other sections in the Region 3.</p>
3	Budget discussion (Jorge's presentation),	<p>The group defined the 580, Meetings and Meals items. 5802 and 5803 will be Leadership Meeting Expenses. 5804 will be Banquet expenses, for example, the Awards Dinner. 5811 will be expenses for the combined General Sections Meetings and the Leadership/Committee Meetings. 5831 will be the expenses for separate Committee meetings, for example for the Ott Committee meetings.</p> <p>The Treasurer reviewed the investment plan. Approximately \$200k and invested into low risk CDs. Approximately \$50k will be kept liquid.</p> <p>Action: The Treasurer will send the board a detailed plan for investment and once approved the Treasurer will proceed with the investment.</p> <p>Tim motioned to approve the budget as submitted. Austin seconded the motion. The motion was carried.</p>
4	Details of Leadership Continuity Meeting (meeting of this Board + last year's Board in August),	<p>Austin reported on feedback with the existing board. There was a general agreement that new ideas and directions were needed but maintenance of the legacy programs was also valuable.</p>

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		For the August Leadership Meeting we will invite the former board to join us. Austin will compile a presentation for our new directions. It will be circulated among the Leadership committee for comments and additions.
5	Align on key targets for this year. Chairperson will review a Vision-to-Action model with the leaders tonight.	<p>See Section Principles, Item 4 of the May 26, 2011 Leadership Meeting, attached.</p> <p>Mike motioned that we approve the Principles as stated. Tim seconded the motion and the motion was carried.</p> <p>Objectives, measurables and goals need to be set with the Chairs as appropriate.</p> <p>Action: An Objective Setting Workshop (to establish objectives, measurables and goals) will be held prior to the September Leadership Continuity meeting. Austin will organize the meetings. Mike motioned to approve the plan and Jorge seconded. The plan was carried.</p>
6	<p>Items to discuss at the Next Metro General Meeting:</p> <ul style="list-style-type: none"> A. Student Chapters should have a representative attend the Leadership Meetings and Section Member should attend their meetings (Mentoring), B. Have a student member appointed to our Committee Chairpersons to learn and help (Mentoring), C. Change our meeting time to get more student participation (Student Chapter Interaction), D. Explore getting the Fordham Deming Scholars as Section Members (Student Chapter Interaction), E. Progress the discussion to revise the Vision Statement for the Section. 	<p>A. Austin motioned that we approve the Principles as stated. Tim seconded the motion and the motion was carried.</p> <p>Action: Jorge will interface with NJIT and Austin will interface with Bergen Community College.</p> <p>B. Tim motioned that we approve Principle B as stated. Austin seconded the motion and the motion was carried.</p> <p>C. Tim motioned that we approve Principle C as stated. Jorge seconded the motion and the motion was carried.</p> <p>Action: Jorge will determine the best dating for the students.</p> <p>D. Austin motioned that we approve Principles D as stated. Jorge seconded the motion and the motion was carried.</p> <p>Tim will make contacts. Students will be invited to the meetings with the hope that they join.</p>

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		E. Action: Austin will finalize the wording of the Vision Statement for approval.
7	Leveraging Success of Deming Conference,	At the next Leadership Meeting there should be a discussion on alternate plans in the event of a substantial loss of revenue from the Deming Conference.
8	New Business.	<p>A. There needs to be a procedure for meetings. The Section will define the Leadership Meeting and Section Meetings.</p> <p>Action: Austin will draft it and distribute it for comment and consensus.</p> <p>B. Austin will explore a twitter account.</p>
9	Set a proposed agenda, date, time and location for the Next Meeting.	

Adjournment: Meeting adjourned at 8:35 pm.

Meeting Minute Distribution: Austin Lin, Jorge Rosas, Sandor Juhasz, Michael Tedaldi, Tim Leary, and Samir Joshi

Next Meeting Agenda: Workshop Meeting August 27, 2011, Saturday,

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Section Principles, as Stated in Item 4 of the May 26, 2011 Leadership Meeting,

1. Collaborate with other Sections,
2. Promote quality using Public Relations principles,
3. Promote mentoring,
4. Be a customer driven organization,
5. Find opportunities for investing in our Vision,
6. Promote ASQ ethical and moral values,
7. Promote quality among the talent pipeline,
8. Operate with procedural and fiscal responsibility, disciplined, goal orientated and measurement based.

ASG Section 300
Leadership Meeting
July 17, 2021

Name	Signature
Michael Tadaldi	
ORGE ROSTA	
TIM LEARY	
AUSTIN S. LIN	