



Leadership Minutes September 16, 2009

Members Present:

<u>Member Name</u>	<u>Position</u>
Jake Eshler	Chair
Luis Morales	Chair-Elect
Cheryl Parham	Treasurer
Mary Turner	Past Chair
Elie Talej	Membership
Chris Milton	Nominations
Terry Burns	Audit
Clay Ellis	Education
Adrienne Bouldin	Programs
Greg Kuhn	Event Planning
Richard Kirchhoff	Programs

Quality Management Plan (QMP)

- Approved as modified
- Jake Eshler will submit before Oct-1
- Mary Turner to send Jake information on submission
- Discussion areas included greeting members at meetings and activities for social responsibility (will obtain member feedback at October meeting)

Budget

- \$500 approved for ARN
- \$500 for publicity
- \$400 for educational grant
- Adrienne Bouldin will work with Cheryl Parham to finalize budget & send to Jake Eshler for Oct-1 submission



Richmond Section



Education Grant

- Jake Eshler will meet Victor Gray for lunch in Meherrin and present the Victor Gray Educational Grant. Members of Leadership Team are invited to come. Jake will email date, time, and location once finalized.
- Grant approved with minor modifications. Mary Turner to finalize and send to Jake Eshler.
- Mary Turner to send application to Brad Reynolds for posting on the website

Audit Resource Network (ARN)

- Code of Conduct approved as is
- Requested funds were approved
- Terry Burns will send procedures and documents to Linda Milanowski for final approval
- The Leadership Team sanctioned the ARN documents/procedures, etc.

Other Business

- Mary Turner will contact Cindi Bright to re-schedule the book sale since the October meeting is a tour of VA Lottery
- Meeting locations proposed by Luisa White (rotating between 3 locations) was approved. December meeting remains undecided.
- Mary Turner will ask SPQA if the Richmond Section can have a table displayed at the Virginia Forum for Excellence

Next Meeting will be held at 5:30 pm in January at Meadowbrook Country Club. All members are welcome to attend. Proper Country Club attire is required, i.e. no jeans. Specific date will be communicated when available.