

## Meeting Minutes

### ASQ-Chattanooga Section 1101 Board Meeting

June 4, 2015

Sulzer Pumps Office, Hixson, TN

Attendees: Chris Harper Richard Suttles John Bible  
Lisabeth Pearson Aldo McLean

Previous Meeting Minutes: Minutes from the previous meeting were unavailable.

Itinerary:

1. Welcome/Introductions
2. Dinner
3. Guest Presentation – Eric Terry, designer of [asqsection1101.com](http://asqsection1101.com) website
4. Planning of section meetings for 2015-2016 year
5. Discussing nominations of section officers for next year

#### Minutes:

1. Meeting began at 5:30pm at Sulzer Pumps offices in Hixson, TN.
2. Dinner provided by Jason's Deli.
3. Eric Terry presented his work on the newly-updated Section 1101 website and walked through the basic steps for operating the creator/editor functions of the Weebly.com-hosted website. Terry's ultimate goal was to train the Board members on self-managing the website. Terry showed several examples of the main functions of editing the website and fielded questions from the Board, including optimum management of the meeting attendance rosters which will be stored on the website for easy retrieval. Terry took some ideas from the Board and is going to update the website accordingly. Terry is also going to forward some instructions on how to use the website editor tools to Chris for distribution to the Board members.
4. Chris laid out the tentative schedule for the section meetings for the following year, September 2015 through May 2016. Current plans as presented and discussed by the Board are:
  - a. September 18<sup>th</sup> – FMEA presentation by George Aslinger at either EPB or VW Academy – Coordinated by Lulu Copeland
  - b. October 15<sup>th</sup> – Plant Tour @ Roatec, hosted by Steve Patty – Coordinated by Chris Harper
  - c. November 5<sup>th</sup> – Potential presentation on public speaking. John to coordinate with local ToastMasters International group 'Atomic Windbags'
  - d. December 3<sup>rd</sup> – Possible lunch meeting/tour of the STEM School, coordinated by Chris/Tracie Clifford. We may use this opportunity to donate to the school in lieu of the annual Ted Alexander scholarship, since we had no applicants for the scholarship in 2014.
  - e. January 21<sup>st</sup> – Possible plant tour - Amazon Distribution Center. Aldo McLean to coordinate.
  - f. February 14<sup>th</sup>-20<sup>th</sup> – Engineering Week – Section 1101 to sponsor the 'Math Counts' contest, most likely to provide lunch for the contestants
  - g. March 3<sup>rd</sup> – Possible 'Women in Engineering' presentation. John to coordinate & schedule
  - h. April 7<sup>th</sup> – Nothing proposed
  - i. May 5<sup>th</sup> – Nothing proposed
5. Chris discussed nominations for Section officers for 2015-2016 year. Chris discussed possibility of stepping down as Chairman if someone else wished to take over. Richard declined, and Chris mentioned asking Johnette if she would be interested. Lisabeth mentioned she might be available to take over for Johnette if she decided to vacate the Secretary position, either to leave office or to take over as Chairman.

The meeting was adjourned at 7:45pm.