



Red River Valley Chapter North Dakota and Northern Minnesota

09 FEB 2010

Meeting minutes to the "Red River Valley Chapter of the
American Production and Inventory Control Society, Inc." (APICS RRIV Chapter)
Held at Phoenix International 1441 44th Street NW, Fargo, ND, 58102
On February 9th, 2010 at 0900.

Attendees: Michaela Nyland, Brett Wittmayer, Rial Stedman, Vinod Lall, Scott Braun

Regrets: Kerry Kolle

Guests: None

Scribe: Brett Wittmayer

Copies: Scott Imhoff

Meeting called to order at: 0908

Minutes to the January 12th, 2009 Board meeting were presented.

Motion: Moved by Scott, seconded by Rial. Unanimously accepted. Motion carried.

The action items from the December Board meeting were reviewed.

Future Meetings - Michaela Nyland

The next Board meeting will be held Thursday, March 11th, 2010 at 9:00AM. **Everyone can call in to the conference call number: 866-744-1953 password 5645077.** The VC room is reserved at Phoenix for those that would like to attend in person. Michaela will send an email reminder one week prior to the meeting time to confirm date and time.

Treasurer's Report – Kerry Kolle

- Current financials as of 2/9/11 are:

A/R	\$	0.00	
Assets	\$	9388.75	(includes money market account)
A/P	\$	512.13	
Equity	\$	9388.75	
- Money market savings account with Gate City Bank was established. \$8,000 invested in it.

Programs Report - Rial Stedman

- Limited feedback from surveys. Scott has collected it.
- **Action:** Michaela will contact Jeff Hensel at Microsoft and verify which door for the tour.
- Gary Weinberger is in discussion with Merit Care to get all of their buyers certified. Wants to work through APICS RRIV. Waiting for merger to be complete. Will work through Rial and Jason Wilson at Merit Care. Still in transition.
- **Discussion:** We will plan an event in March for April.

Education Report - Vinod Lall

- No courses currently scheduled. CSCP is tentatively planned for the spring at MSUM.
- **Action:** Vinod will contact Kathleen Paulson at MSUM to see if minimum attendance requirements for CSCP can be reduced.
- Received a call from DMI expressing an interest in CSCP. Looking for information on possibly sending as many as 10 total participants, initially planning on sending 2-3 in March. Currently only 2 from Phoenix registered for the course.

Administration Report - Brett Wittmayer

- **Action:** Send follow-up e-mail to members about Microsoft tour.
- **Action:** Prepare second message to send to registered attendees with specific directions.

Membership Report - Scott Braun

- Membership was 52 in December.
- Still in the process of getting Scott access to the required files.

Other Business:

- We need to go through the website and update it. Information should be provided to Arne.
- Michaela will send a note to Arne about the Microsoft tour to add to the website.

New Business:

- Board will plan on discussing classes, membership and the website in March.
- Need to identify a VP of Marketing.
- Michaela will find a small gift for Jeff and something for a drawing at the Microsoft tour.
- We will allow members to bring a guest to the Microsoft tour, but they must register also.

Motion to adjourn by Scott, seconded by Brett. Unanimously accepted.

Meeting adjourned at 0933.

**Next Meeting: March 11th, 2010, 9:00am-10:00am.
Conference Call in to 866-744-1953 password is 5645077.
VC room at Phoenix is reserved.**