

## **Houston Chapter July 9, 2009 Meeting Minutes**

**Attendees:** Pomraning, Mona; Bell, Melanie; Kowalski, Ted; Jackson, JJ; Bourgeois, Shari; Receda, Wilson; Elwood, Dick

**Regrets from:** Ken (on family vacation), Stew (on family vacation), Bryan

**Agenda:** Updates from members

Attending meeting for first time: Shari Bourgeois', who joins us from Marathon Oil; and Melanie Bell, who joins us from Chevron.

### **Meeting High lights**

- PO Box and DAMA Address (thanks to JJ):  
DAMA – Houston Chapter  
PO Box 610010  
Houston, TX 72208-0010
- Bank account – WIP, needed historical copies (action item – JJ)
- Web site – Dick, Wilson and Ted will meet offline to get it set up (Action item Dick, Wilson, Ted)
- Speaker – confirmed Jim Crompton, Chevron Fellow. He is available week of 8/9 or 8/16 but not days 19&20
- Meeting Location – Oracle has confirmed they will provide their training room @ down town location; need date to finalize room confirmation. Ken & JJ are collaborating on dates. (action item – Ken)
- Ted provided all DAMA chapter historical documents to Mona. (thanks to Ted)
- Scanned copies of the emailed to all:
  1. Articles of incorporation
  2. Bylaws
  3. Certificate of incorporation (as non-profit)
  4. Charter
- Tony Shaw emailed zip file of greater Houston zip code members to (Ken, and/or Stew)
- July 9 board meeting minutes will be emailed later this week (action item – Stew)
- Shari agreed to develop a data collection form similar to one used in the old DAMA Chapter meetings. This form will collect names, address, future topics, ...
- Mona agreed to consolidate the old DAMA chapter charter with the roles agreed to at initial meeting. (action item – Mona)
- Mona agreed to forward prior meeting notes to Shari (action item – Mona)

### **Next Meeting Board Meeting:**

July 23, 4:00 – 4:30 Central time.  
WL1 5.175 / audio

**Next Meeting** - Status Updates

Ken	Aug Event Details
JJ/Melanie	Finance
Stew	Communication / distribution list
Wilson/Dick	Web
Shari	Form
Ted	Web + general
Mona	Documentation
Bryan	