

Feb 4, 2026

BOD Business Session Meeting Series

Summary

Kelly Sandstrom, Kelly Sandstrom, Adrienne Roman, Rosann Bateman, and Jason Duigou, along with other board members and new attendees, welcomed Marynka Malkina as a guest and approved the previous meeting minutes and the agenda. Kelly Sandstrom provided updates on the recent workshop, PMI charter renewal requirements, the decision not to submit for the 2025 PMI Global Awards, and the chapter's absorption of the dissolved PMI Southwest Indiana territory, emphasizing the importance of defining roles before recruiting volunteers. Adrienne Roman, Nikki Schier, and Kelly Sandstrom shared updates on upcoming events, Simrandeep Kaur confirmed the PDD date and venue checks, and Mike King updated the team on volunteer recruitment status and applicant flow. Laura Yahya presented the website analytics report, Rosann Bateman reminded the group about the required bylaws review, and Carol Baker provided an update on the ATP promotion with Platinum Edge. The meeting concluded with Adrienne Roman adjourning the business session.

Details

- **Meeting Introduction and Guest Welcome** Kelly Sandstrom, PMICIC President, welcomed Marynka Malkina, the president-elect of the St. Louis chapter, as a guest to observe the board meeting ([00:10:27](#)). Kelly Sandstrom explained that they invited each other to board meetings to observe how other chapters operate, noting previous instances of other chapter presidents attending ([00:14:01](#)).
- **Recap of Saturday's Workshop** Kelly Sandstrom provided updates on the recent workshop, highlighting it as productive and fun, with small group work being particularly helpful ([00:16:14](#)). They outlined two critical next steps: the board needs to summarize takeaways from the functional areas discussions by the end of the week to inform the 2026 annual plan document, and all attendees must complete their line items in the Catalog of Core Services spreadsheet by the end of the week ([00:17:01](#)).
- **PMI Charter Renewal Requirements** Kelly Sandstrom detailed that the annual charter renewal with PMI involves three major pieces: the completed Catalog of Core Services, the annual plan document, and the financial statements from the end of 2025, including reserve reporting ([00:18:14](#)). The official due date for the renewal is March 31st, but the target is to have everything wrapped up in February to submit it early ([00:19:16](#)).
- **PMI Global Awards and Chapter Vision** Kelly Sandstrom briefly informed the group about the global PMI awards, specifically the Chapter of the Year award ([00:19:16](#)). They noted that the chapter is currently in a rebuilding period and would not submit for 2025, but expressed a long-term goal of submitting around the 2028 time frame to coincide with the chapter's 40th anniversary ([00:20:10](#)).
- **Volunteer Philosophy and Management** Kelly Sandstrom emphasized the volunteer philosophy, defining the current attendees as the core volunteer team. The team is encouraged to identify the need for volunteers but is asked to first define the role, write the job description, and be ready to manage, mentor, and lead volunteers once they are recruited with assistance from Mike King, Director of Volunteers, and Adrienne Roman ([00:22:16](#)). Kelly Sandstrom acknowledged that managing volunteers is a significant commitment and stressed the importance of balancing workload and capacity ([00:23:33](#)).
- **Geographical Expansion and Chapter Absorption** Kelly Sandstrom shared an update that the PMI Southwest Indiana chapter has dissolved after failing to meet PMI requirements, and the Central Indiana chapter is in the process of geographically absorbing that territory ([00:24:33](#)). This expansion, which covers the Evansville area, will likely mean a larger territory from a membership standpoint in 2026, necessitating volunteer support in that area ([00:25:40](#)).
- **New and Upcoming Events** Adrienne Roman updated the group on the book club meeting, "Overbooked Project Management in the Age of AI," on March 3rd, with around 19 registered participants ([00:28:26](#)). Nikki Schier, Program Director of Networking, reported on the IMS tour on March 10th, which will be for members, with details pending and a need to add it to the calendar ([00:29:23](#)). Kelly Sandstrom provided updates on the joint "Fempower" event with

Prospanica Indianapolis, noting that panelists, a moderator, and the event title, date, time, and location are finalized, with graphics being developed ([00:32:09](#)).

- **Professional Development Day (ProDevDay) Planning** Simrandeep Kaur, Event Chair, confirmed the PDD date as Tuesday, August 25th, planned as an in-person only event aiming for 145 to 175 attendees. Venue checks are scheduled for three locations: North Side Social Events and Social Club, Forum Center, and Ivy Tech, and the budget has been finalized ([00:34:09](#)). Simrandeep Kaur listed the three PDD subcommittees for which volunteer descriptions have been sent: marketing and comms, ops and logistics, and speakers and agenda ([00:35:15](#)).
- **Registration and Outreach for Events** Rosann Bateman reported that the "PM in the AM" event has 23 sign-ups from Indiana and four each from Lafayette, West Lafayette, and Columbus ([00:36:16](#)). The team discussed the challenge of attendees registering via Meetup instead of the official website, leading to potential undercounting of participants ([00:37:12](#)). Kelly Sandstrom suggested creating standard language for event owners to use for promotion across channels like LinkedIn ([00:31:07](#)).
- **Volunteer Recruitment Status** Mike King presented a detailed, real-time update on volunteer recruitment, sharing a table of current roles and candidate status ([00:38:37](#)). Mike King reported good applicant flow and highlighted that several roles are nearing closure, with some offers extended and accepted, and others pending posting, particularly for PDD subcommittees ([00:40:19](#)). Kelly Sandstrom acknowledged the need for the chapter to adapt to the more structured and formalized VEP system required by PMI for volunteer management ([00:43:55](#)).
- **Board Nomination Committee and Election Timeline** Kelly Sandstrom responded to Casey Adams' question about the nomination committee timeline, suggesting convening the committee in Quarter 2 to align with a projected August/September timeline for board nominations and elections ([00:45:53](#)). The board roles up for election in 2026 are the President and VP of Operations, ensuring a staggered rotation for continuity ([00:47:01](#)).
- **Website Leadership Section Updates** Adrienne Roman requested that all directors and managers submit headshots via email within the next two weeks to be added to the leadership section of the website, which currently only lists names ([00:51:04](#)). Kyle Davern, Director of Member Communications, suggested housing the headshots in a designated folder within the back-end file storage tree for easier reference across the website ([00:52:50](#)).
- **Bylaws Review and PMI Training** Rosann Bateman reminded the group that PMI will require the chapter to create new bylaws incorporating the new membership model, which should be reviewed by the group to ensure accuracy and alignment with the chapter's wishes ([00:54:22](#)). Adrienne Roman reminded everyone about the required PMI training ([00:56:04](#)).
- **Authorized Training Partner (ATP) Promotion** Carol Baker, VP Marketing, provided an update on the chapter's partnership with Platinum Edge, an ATP, which offers discounted trainings for members and provides a kickback to the chapter ([00:57:22](#)). Carol Baker shared a swipe file of resources, including post ideas and digital assets, to encourage volunteers to promote the Certified Scrum Master training in their personal and professional networks ([00:58:39](#)).
- **Website Analytics Report** Laura Yahya, Director of Technology, presented the website analytics report, seeking feedback and areas for future focus ([00:59:35](#)). Laura Yahya noted that the high traffic from China is due to AI training crawlers and SEO spam bots, not a live audience. Kelly Sandstrom requested prioritizing newsletter engagement and incorporating Thought Spot data into future reports ([01:00:52](#)).
- **Adjournment** Adrienne Roman called for the business session to adjourn and requested that directors and managers log off so the board members could continue to the executive session, thanking everyone for their updates and feedback ([01:02:02](#)). Marynka Malkina thanked the group for the opportunity to join the call, expressing that they were inspired by the meeting ([01:02:48](#)).