

Minutes Michigan Lean Consortium (MLC) Board meeting 20th December 2010

Present: Jason Schulist – Chair, Debra Setman – Vice Chair, Chris Wilson -Secretary, Phil Berry – Membership Liaison, Lester Sutherland – Treasurer, Renae Hesselink – Ad Hoc Board Member, Willie Brown – Ad Hoc Board

Meeting was held at the premises of Blue Cross Blue Shield, Creyts Road, Lansing, MI and started at 1:20 pm

Agenda and prior minutes

Proposal was made by Les Sutherland that the prior meetings minutes and present meeting's agenda be approved. Seconded by Jason Schulist. Passed unanimously.

Update from the chair

Website requires updating with new board member positions. Renae and Les have both provided bios. It appears that some past documents are not available. Debra to contact Kevin to make sure he is up to speed with web site maintenance and updating before passing this to Renae. Last minutes and all future minutes to be copied to Kevin for posting.

The 2020 vision document was discussed and agreed as written. Actions will be assigned to committees once they are formed.

Progress against timelines will be reviewed at each board meeting through 2011.

Revised by-laws, when completed and approved by the MLC board, will be submitted by Jason to DTE legal counsel for review from a legal "correctness" perspective.

Membership dues for 2011 were discussed. After discussion it was proposed by Chris that they be held at \$45 for 13 months. Seconded by Debra. Passed unanimously. BY LAW CHANGE: \$20 per event

Committees for 2011

To be as identified in the strategy document

Some additional details as follow:

Website to be part of marketing communications
Grants and Growth will combine with fundraising

Events will be included in Training

Committee structure and roles – Jason to develop and share back with the board. Once this document is completed and agreed a note (email) will be sent by the Chair to all members early

January seeking individuals to be members of committees. To assist with this each committee lead is to provide Jason with a 2/3 sentence descriptions of their committees role/goals.

The advisory group role is to be reconsidered and possibly be reformed to consist of key Lean leaders such as Flinchbaugh, Graban, Liker, Rother, Scaffede, Smalley etc. Would board members please add names to this list? These folks would be invited to meet with the MLC board bi-annually and provide advice on current direction, future trends etc.

Vice-chair update

2011 event planning is a priority. Target is to have an event each month consisting of webinars/benchmarking/workshops.

January is proposed to consist of Hoshin Kanri/Policy Deployment led by Chris and Les. Chris is to contact Brian Jacobs at MSU to see if he can connect us with the MI resident Danaher Company to provide a "real" look into the use of Policy Deployment.

Looking ahead February and March are TBD. April 13th will be a tour of Micron in west MI. Debra to contact Dan Vermeesch at Micron to arrange details of this benchmarking visit.

Debra has spoken with Beth Carpenter concerning a possible Toyota Kata 3 day event to be held in Northern MI (Harbor Springs/Petoskey). This to be charged at \$100/day. Options would be to attend Day 1, or day 2 &3 or all three days. MLC would consider being sponsors of this event not co-presenters.

Secretary update

Chris and Jason spoke with Wendy Ellis (DTE legal counsel) on getting MLC registered under 501(c) (6) status. Wendy has provided papers for Chris to complete as far as possible. Wendy is to research for any present 501 (c) (6) corporations in MI to compare stated purpose declarations for possible incorporation into MLC's registrations documents.

MLC to provide specific input of:

- Required data
- Purpose and intended activities
- A two year budget

Chris left the meeting at 4:00 pm

Treasurers update

Les showed Budget for December, 2010. Motion by Phil second Jason Approved.

Pay Pal - Les presented information on PayPal for adoption. Phil motioned to use PayPal Debra seconded. Unanimous.

Paypal button to be in top right corner of web page. Debra to advise Kevin.

Grants - Willie discussed when we could start looking at grants.

Marketing Update

Renae shared ideas of how marketing can be run.

- 1 Mapping the Board(who are we connected to)
- 2 Podcasts on website.
- 3 Exhibits at conferences
- 4 Brochures to use at conferences.

Document the MLC story - Debra- from last board meeting suggested by Renae.
Les to start with interviews.

Website update - Renae to get with Andy Walker and discuss website refresh.

City of Detroit and State of MI

Bob Buckler called by Debra to try and decide how MLC can become partner rather than get piecemeal calls. Bob to put us in touch with new high level contact when announced.

Debra had call about land parcels by Kim James BSE director asking for help.
Pam Moore requested help – waiting on Mayoral approval - pushed to January – workforce development office –coordinate training to reskill Detroit residents. How to pay for training and how many needed.

State – Debra met with John Jamion – Snyder team.
We can help MI state with new processes.

Jason – Nick Khouri at DTE talking to Bill Rustom on Snyder team looking at having resources.

Agenda

Need to add Phil to agenda for growth strategy and membership. Phil to get with Kevin on membership database update/maintenance. Review methods to get renewals for current members.

No other new business.

Future action item for upcoming board meetings.

Carpool arrangements made in previous meeting.

Motion to adjourn by Jason at 4:45

