

LMO Board Meeting Minutes

Minutes from Lifecyle Modeling Organization Board of Directors Meetings, including Action Items.

1. LMO BOD Minutes – ~~716~~ May~~April~~ 2025 Web Conference

Board Members:

- ~~Randy Allen (attended via webconference)~~
- Steve Dam (attended via webconference)
- ~~Bill Scheible (attended via webconference)~~
- Sarah Rudder
- Justin Pearson
- Michael Fults
- Warren Vaneman

2. Agenda:

- Minutes and Action Item Review
- MBSE-CON 202~~65~~ Planning
- Miscellaneous

3. Minutes

3.1. Meeting commenced

Meeting began around 4:05 PM EDT. A quorum was present.

3.2. Minutes and Action Item Review

- ~~Bill Scheible to purchase QuickBooks for accounting, 1 license at \$17/month~~
- ~~Bill Scheible to reimburse Randy for the awards from 2024~~
- ~~Steve Dam to request bios, titles, presentations, and head shots by 9 APR. Received most of the bios and headshots.~~
- ~~Bill Scheible to contact potential sponsors. No additional sponsors found.~~
- ~~Bill Scheible to contact the new President of the local INCOSE chapter, Dr. Ian Phillips, ian@our-phillips.com. They decided they were not able to support.~~
- ~~Steve Dam to ping ANSYS (waiting on reply from ANSYS). Never came back to us.~~
- ~~Randy Allen to provide feedback on the Charter (Article 5 BOD, Article 3.2 Dues). Completed and sent to Steve Dam for finalization.~~
- ~~Warren Vaneman to search for our next Secretary. Found Sarah Rudder.~~

3.3. MBSE-CON 202~~65~~ Planning

~~Discussed final plans for conference.~~

3.4. Miscellaneous

None.

3.6. Next Meeting(s)

Scheduled for Wednesday, ~~11 May~~ 7 June, 2025 at 4:00 PM EDT

3.7. Meeting Adjourned

Meeting at 4:35 PM EDT.

4. Action Items

Number	Action	Responsible	Date Due	Status
2024-1	Inform John Metcalf of role as chair of Membership Committee	Randy Allen	7/3/2024	Closed
2024-2	Draft Post-MBSE-CON memo	Steve Dam	7/3/2024	Closed
2024-3	Contact Kathy Laskey	Bill Scheible	8/10/2024	Open
2024-4	Create service award for Liz Steiner	Randy Allen	8/10/2024	Closed
2024-5	Obtain slot for LMO/LML paper at IW	Bill Scheible/ <u>Sarah Rudder</u>	8/10/2024	Open
2024-6	Send out GMU ROI study	Steve Dam	8/10/2024	Closed
2024-7	Follow-up with George Mukai	Randy Allen	9/5/2024	Closed
2024-8	Contact UCF Rosen Center for MBSE-CON Dates	Randy Allen	9/5/2024	Closed
2024-9	Check for Feedback on MBSE-CON 2024 (Cvent/HubSpot)	Steve Dam	10/14/2024	Closed
2024-10	Review theme and tracks with LML Steering Committee	Steve Dam	10/14/2024	Closed
2024-11	Draft Call for Presentations and send out for review	Steve Dam	10/14/2024	Closed

Number	Action	Responsible	Date Due	Status
2025-1	Contact Potential Sponsors	Bill Scheible and Steve Dam	4/15/2025	Open
2025-2	Review LMO Charter to update	All	4/16/2025	Open
2025-3	Purchase QuickBooks for accounting	Bill Scheible	4/30/2025	Open
2025-4	Request bios, titles, presentations, and head shots	Steve Dam	4/9/2025	Closed
2025-5	Get Nominations for new BOD positions	Warren Vaneman	4/22/2025	Open