

# Minutes of the Annual General Meeting – PMI Vancouver Island Chapter Wednesday, May 27, 2015

Ambrosia Catering and Conference Centre, Victoria BC

## Quorum

Confirmation that the meeting had a quorum

### 1. AGM 2015 Called to Order at by Ivan Rincon, President

### 2. Approval of 2015 AGM Agenda

- ***Motion to accept the Minutes of the Annual General Meeting on May 25, 2015 as presented***
- Seconded

The AGM Agenda was accepted by the majority.

### 3. Approval of 2014 AGM Minutes

PMI Vancouver Island Chapter's Minutes from the previous AGM (Wednesday, May 28, 2014) were available for review by each member in attendance.

- ***Motion to accept the Minutes of the Annual General Meeting on May 28, 2014 as presented***
- Seconded

The 2014 PMI-VI AGM Minutes were accepted by the majority.

### 4. President's Report presented by Ivan Rincon

#### a. 2014/15 Board of Directors

- Ivan Rincon, President
- Patricia Krol, Vice President
- Robert Randall, Past President
- Adrienne Forest, Treasurer
- Nancy Kwong, Secretary
- Carol Stroud, Certifications Director
- Ken Johansson, Communications Director
- Thomas McCarten, Membership Director
- Yenny Mosquera, Outreach Director
- Jean-Philippe Stoldt, Professional Development Director
- Kylie Sandham, Programs Director
- Manji Sekhon, Volunteers Director
- John Gunn, Up-Island Director

#### b. 2014/2015 Accomplishments

- Financial
  - Approved the first operating budget for the 2015 Fiscal Year
  - Reorganized the program responsibilities to include accountability for financial results (Planned vs. Executed)
- Communications
  - Instituted a bi-weekly newsletter to minimize contact and maximize information coverage
  - Released a semi-annual President's Report
  - Chapter will be prominently displayed in ***PMI Today Magazine*** – June and August 2015 editions
- Outreach
  - Increased Chapter's reach towards Academic Institutions, community groups and professional associations
  - Lead first ever Western Canada PMI Academic Workshop
- Programs

- First step towards a renewed Programs “look”: Dinner venues, cocktail mixer
- Membership
  - Drive the Chapter through the PMI GOC Systems Upgrade
- Volunteers
  - Over 45 volunteers engaged in 15 events throughout the year (*that’s almost 10% of our members*)
  - Volunteer recognition event in June
- Professional Development
  - Successful Mentorship Program
  - Highly successful PD Conference: 100% Satisfaction Rating
- Certifications
  - Two CEPS intakes with a high number of PMP and CAPM
  - Agreement with PMI CWCC to allow PMI-VI attendees to PMI-ACP Training
- Others
  - Active participation in Region 1 Meetings
    - ◆ Awarded 2016 Region 1 Meeting
      - Close to 100 attendees from 15 Chapters expected in April 2016
  - Professional Development Scholarship from PMI Education Foundation Awarded
  - Start planning Chapter’s 20th Anniversary Celebration

**c. 2015 Scholarship Fund Report**

- i. Update for 2015 (Royal Roads University, University of Victoria, and Camosun College renewal for three additional years with Camosun College award increasing to \$500).
- ii. 2015 Scholarship Recipients
  - **Royal Roads University**, Melanie Mower
  - **University of Victoria**, Adam Faria
  - **Camosun College**, Sean Love

**5. Treasurer’s Report**, presented by Adrienne Forest

- a. 2014 Annual Financial Report Review.** The financial statements for the 2014/2015 were available for review by each member in attendance. The statements were posted on the website for detailed review.

- ***Motion to accept the 2014 PMI-VI Chapter Financial Statements as presented***
- Seconded

The 2014 PMI-VI Financial Statements were accepted by the majority.

- ***Audit Waiver Motion: Resolved pursuant to the Society Act (BC) section 41, an audit of the attached financial statements is waived and no auditor for them is appointed***
- Seconded

The majority accepted the resolution to waive an audit of the financial statements (with one objection and two abstaining) and thus precluding the appointment of an auditor.

**6. 2015-2016 Board of Directors Elections**

**a. Available positions:**

- 3 Executive:
  - Treasurer (2015-2016, 1 year commitment)
  - Secretary (2015-2016, 1 year commitment)

- Vice President (for 2015-2016 then President and subsequently Past President for a 3 year commitment)
- 3 Director Positions (2 year term):
  - Certifications
  - Communications
  - Up-Island

Nominations closed on May 13, 2015.

**b. Election Results:**

The following positions only had one candidate nominated and accepted by the nominating committee and were elected by acclamation:

- Executive:
  - Treasurer – Sanjeeve Seeburn, FCCA, CGA, MBA
  - Secretary – Nancy Kwong, PMP
  - Vice President – Adrienne Forest, PMP
- Directors:
  - Communications – David Sandor, PMP
  - Certifications – Susan Pratt, PMP

Up-Island Director open position had two candidates nominated and accepted by the nominating committee with an electronic vote held from May 14 to May 23, 2015 with the following results:

- John Gunn (57% of electronic votes)
  - ***Motion to accept the election results for the 2015/16 PMI-VI Board of Directors as presented***
  - Seconded
- Jamie Lawlor (43% of electronic vote)

The 2015/16 election results for the PMI-VI Board of Directors as presented were accepted by the majority.

**c. 2015/16 Board of Directors:**

- Patricia (Trish) Krol, President
- Adrienne Forest,, Vice President
- Ivan Rincon, Past President
- Sanjeeve Seeburn, Treasurer
- Nancy Kwong, Secretary
- John Gunn, Director
- Thomas (Tom) McCarten, Director
- Yenny Mosquera, Director
- Susan (Sue) Pratt, Director
- Kylie Sandham, Director
- David Sandor, Director
- Manji Sekhon, Director
- Jean-Philippe Stoldt, Director

**7. AGM Adjournment**

- ***Motion: Move to adjourn the Annual General Meeting of the PMI-VI for 2015***
- Seconded

2015 PMI-VI Chapter AGM adjourned at 6:00 PM.

– End of Minutes –