

Minutes of the Annual General Meeting – PMI Vancouver Island Chapter Wednesday, May 25, 2016

Inn at the Laurel Point, Victoria BC

Quorum

Confirmation that the meeting had a quorum

1. AGM 2016 Called to Order at by Trish Krol, President

2. Approval of 2016 AGM Agenda

- ***Motion to accept the Agenda for the 2016 Annual General Meeting on May 25, 2016 as presented***
- Seconded

The 2016 AGM Agenda was accepted by the majority.

3. Approval of 2015 AGM Minutes

PMI Vancouver Island Chapter's Minutes from the previous AGM (Wednesday, May 27, 2015) were available for review by each member in attendance.

- ***Motion to accept the Minutes of the Annual General Meeting on May 27, 2015 as presented***
- Seconded

The 2015 PMI-VI AGM Minutes were accepted by the majority.

4. President's Report presented by Trish Krol

a. 2015/16 Board of Directors

- Patricia (Trish) Krol, President
- Adrienne Forest, Vice President
- Ivan Rincon, Past President
- Adrienne Forest, *Acting* Treasurer
- Nancy Kwong, Secretary
- Amber McMillan, Certifications Director
- David Sandor, Communications Director
- Liam McKercher, 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. 2015/2016 Accomplishments

- Financial
 - Approved the operating budget for the 2016 Fiscal Year
- Communications
 - Distributed bi-weekly newsletters to minimize e-mails while advising members of networking and PDU opportunities
 - Chapter prominently displayed in ***PMI Today Magazine*** – August 2015 edition
 - Review and increased use of social media tools
- Outreach
 - Supported universities by providing project management training for students working in community projects as part of their academic requirements.
 - Supported students by participating in interview clinics, project simulations, internships, and mentorship opportunities.

- Programs
 - Dinner meeting presenters included Andrew Pape-Salmon (Energy Specialist), Mayor Lisa Helps, Jason Johnson, and Carol Bellringer
 - Introduction of the Meet-Up group “Project Managers Gone Wild”, now with 167 members! Membership
- Membership
 - Implementation of a new Membership Recognition Program
 - Maintained email contact with our membership base of 560 members
- Volunteers
 - Over 45 volunteers engaged in 15 events throughout the year (*that’s almost 10% of our members*)
 - Volunteer recognition event in June 2016 at the Hertzberg Institute of Astrophysics
 - Adoption of PMI’s VRMS system for PMI-VI’s volunteer recruitment
- Certifications
 - Two CEPS offerings with a high satisfaction rate
 - In-depth CEPS program evaluation
- Professional Development
 - Another successful Mentorship program (Jan - May 2016)
 - Agile workshops featuring John Stenbeck in Feb 2016
- Others
 - Hosted the 2016 Region 1 Conference with over 100 Chapter Leaders attending
 - Celebrated PMI-Vancouver Island’s 20th Anniversary
 - April 15, 2016 proclaimed Project Management Day in Victoria
 - Pre-qualified for PMI’s Chapter of the Year Award in its category!

c. 2016 Scholarship Fund Report

- i. Royal Roads University (\$1,000)
- ii. University of Victoria (\$1,000) and
- iii. Camosun College (\$500)

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

- a. 2015 Annual Financial Report Review.** The financial statements for the 2015/2016 were available for review by each member in attendance. The statements were posted on the website for detailed review.

- ***Motion to accept the 2015 PMI-VI Chapter Financial Statements as presented***
- Seconded

The 2015 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 resolution to waive an audit of the financial statements was accepted by the majority and thus precluding the appointment of an auditor.

6. 2016-2017 Board of Directors Elections

a. Available positions:

- 3 Executive:
 - Treasurer (2016-2017, 1 year commitment)
 - Secretary (2016-2017, 1 year commitment)
 - Vice President (for 2016-2017 then President and subsequently Past President for a 3 year commitment)
- 7 Director Positions (2 year term, 2016-2018):
 - Certifications
 - Membership
 - Outreach
 - Programs
 - Professional Development
 - Volunteers
 - Up-Island

Nominations closed on May 13, 2016.

b. Election Results:

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

- Executive:
 - Secretary – Nancy Kwong, PMP
 - Vice President – Manji Sekhon, PMP
- Directors:
 - Certifications – Amber McMillan, PMP
 - Membership – Liam McKeracher, PMP
 - Professional Development – Jeff Audette, PMP
 - Volunteers – Joe Zhang, PMP
 - No portfolio preference – Slav Grygierowski, MSc, PMP
- ***Motion to accept the election results for the 2016/17 PMI-VI Board of Directors as presented***
- Seconded

The 2016/17 election results for the PMI-VI Board of Directors as presented were accepted by the majority.

c. 2016/17 Board of Directors:

- Adrienne Forest, President
- Manji Sekhon, Vice President
- Patricia (Trish) Krol, Past President
- Manji Sekhon, *Acting* Treasurer
- Nancy Kwong, Secretary
- Liam McKeracher, Director
- Amber McMillan, Director
- Yenny Mosquera, Director
- Jeff Audette, Director
- Joe Zhang, Director
- David Sandor, Director
- Slav Grygierowski, Director

d. Thanks to outgoing Board of Director members:

- Ivan Rincon, Past President (4 years)
- Yenny Mosquera, Outreach Director (3 years)
- Jean-Philippe Stoldt, Professional Development Director (2 years)
- Kylie Sandham, Programs Director (2 years)
- John Gunn, Up-Island Director (2 years)

7. Adjournment

- ***Motion: Move to adjourn the Annual General Meeting of the PMI-VI for 2016***
- Seconded

2016 PMI-VI Chapter AGM adjourned at 6:00 PM.

– End of Minutes –