

Minutes of the Annual General Meeting – PMI Vancouver Island Chapter
Wednesday, May 29, 2019
Delta Hotel, Victoria BC

1. **AGM 2018 Called to Order** at 6:15 pm by Amber McMillan, President
 - Confirmation that the meeting had a quorum
2. **Approval of 2019 AGM Agenda**
 - Motion: Alina Reid
 - Seconded by: Sophie Chenier
 - Accepted by the majority
3. **Approval of 2018 AGM Minutes**
 - Motion: Kara Seger
 - Seconded: Alain Bechard, Dave Knox
 - Accepted by the majority
4. **President's Report**
 - a. **Accomplishments 2017/18**
 - Mandate:
 - Amber McMillan, President
 - Manji Sekhon, Past President
 - Amber McMillan, Vice President
 - Jas Grenier, Treasurer
 - Amanda Scarbro, Secretary
 - Liam McKeracher, Director
 - Kristen McKeracher, Director
 - Luke Chen, Director
 - Slav Grygierowski, Director
 - Zachy Olorunjojon, Director
 - Geovany Trejos, Director
 - Cindy Wass-Thomas, Director
 - Susan King, Director
 - Naveen Hebbale, Director
 - Linda Heimstra, Director
 - Financials
 - Operating budget for 2018/19 approved
 - Communications
 - Continued newsletter

- Expanded presence on Twitter, LinkedIn and Facebook
- Ensured Free live-streaming of events
- Outreach
 - Scholarships to universities and colleges
 - PMIEF Liaison - outreach to youth promoting project management with Monique Sekhon
- Programs
 - Chapter Dinner Meetings throughout year
 - Delta as a partner in location
- Membership
 - Currently 730 members
 - Implementation of the membership recognition program for new PMPs/CAMPs and Milestone Members (10 years)
- Volunteers
 - Over 40 volunteers at 15 events
 - Victor program, including Victor of the month
 - 2018/2019 Annual Report to Members
- Certification
 - Two CEPS sessions with high satisfaction rate
 - Offered 9 CEPS scholarships to deserving non-profit leaders and students
- Professional Development
 - Mentorship Program
 - Professional Development Conference
- Up Island
 - 2019 Vancouver Island University and PMI-VI MBA
 - PMP/CEPS Nanaimo
- Other Accomplishments
 - New website
 - VIU partnership
 - 684 members (as of May 24, 2018)
- Scholarship Fund 2018
 - Royal Roads University (RRU) = \$1,000
 - University of Victoria (UVic) = \$1,000
 - Camosun College = \$1,000

5. Treasurer's Report

a. Balance Sheet

- TOTAL REVENUE: \$ 104,721.42

	2017	2018
Total Assets	\$218,106.34	\$199,764.51
Total Liability	\$7,958.77	\$11,457.55
Total Equity	\$210,147.57	\$188,306.96
Total Revenue	\$97,633.35	\$104,721.42
Total Expense	\$91,314.67	\$123,613.30
Net Income	\$6,318.68	-\$18,891.88*

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b. Approval of 2018/19 Financial Statements

- Approval of Financial Statements
 - Motion: Timothy Noordam
 - Seconded: Cindy Wass-Thomas
 - Accepted by the majority
- Waive to audit
 - Motion to waive: Cindy Wass-Thomas
 - Seconded by: Alina Reid
 - Accepted by the majority

6. Board of Directors Elections 2018/19

- Available to the June 5 for live voting
- All information about the voting is in the email that was sent to Members
- All Members are

c. Available Positions:

- Executive Positions
 - Treasurer: 1 year
 - Director of Operations (formerly Secretary): 1 year
 - Vice President: 3 years
 - President Elect: 1 year
- Director Positions
 - All are 2 year terms

d. Thanks to outgoing Board of Director members

7. Chapter Business

- 2 CEPS Programs
- Upcoming Events
- Victor Program

8. Adjournment (7:05 pm)

- Motion: Serena Samra
- Seconded: Alina Reid
- Accepted by the majority

– End of Minutes –