

## Minutes of the Annual General Meeting – PMI Vancouver Island Chapter Wednesday, May 27, 2020

\*\*\*Online meeting\*\*\*

1. President welcomes all attendees to the 2020 PMI-VI Annual General Meeting
  - Announcements
    - agenda and last year's AGM minutes email sent by email to all PMI-VI Chapter members
    - over 900 dollars donated to the Victoria's Rapid Relief Foundation by the PMI-VI Chapter members
    - PMI-VI AGM 2020 content introduction and motions and votes online interaction guidelines
2. AGM 2020 Called to Order at 7:08 pm by Liam McKeracher, President
  - Quorum achieved by attendance of PMI-VI Chapter members
3. Approval of 2020 PMI-VI AGM agenda
  - **Motion** to approve 2020 PMI-VI AGM agenda
    - Motion: Nancy Kwong
    - Seconded: Kristen McKeracher
  - President asks for votes from attendees: in favour, against or abstain
    - Motion approved: 95% in favour; 5% abstain
4. Approval of 2019 PMI-VI AGM Meeting minutes
  - **Motion** to approve 2019 PMI-VI AGM Meeting minutes
    - Motion: Miriam Kaplan
    - Seconded: David Sandor
  - President asks for votes from attendees: in favour, against or abstain
    - Motion approved: 86% in favour; 14% abstain
5. President's Report
  - 2019/20 Mandate:
    - Liam McKeracher, President
    - Slav Grygierowski, President Elected
    - Amber McMillan, Past President
    - Pawan Yadav, Treasurer
    - Geovany Trejos, Director of Operations
    - Susan King, Volunteer Director
    - Luke Chen, Member Director
    - Cindy Wass-Thomas and Helen Roberge, Outreach Director
    - Margaret Grygierowska and Cara Segger, Communications Director
    - Vy Luu and Flavia Guarnieri – Professional Development Director
    - Marissa Wu, IT Director
    - Linda Heimstra, Up-Island Director
    - Zachy Olorunjojon, Sponsorship Director
    - Hernesto Guevara-Ortiz, Programs Director
  - Financials
    - Operating budget for 2020 approved

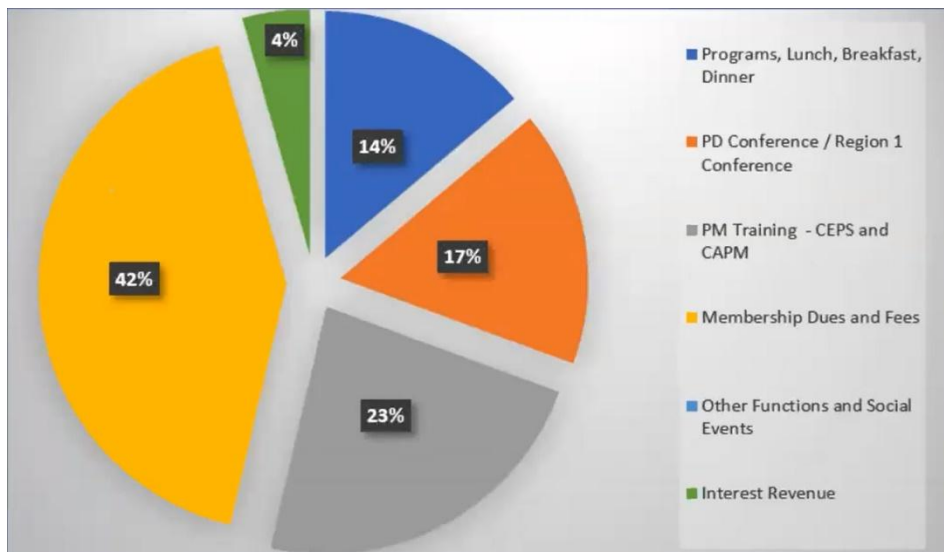
- **Communications**
  - Continued newsletter
  - Expanded presence on Twitter, LinkedIn and Facebook
  - Ensured free live-streaming of events
- **Outreach**
  - Promoted at University and Colleges events promoting PMI-VI & a career in project management
  - Offered 3 scholarships to post secondary PM students
  - PMIEF Liaison - outreach to youth promoting project management
- **Programs**
  - 4 Chapter Dinner Meetings throughout the year, including a joint dinner meeting with EGBC
  - Delta Hotels as a location partner
- **Membership**
  - 730 members on May 25, 2020
  - Continuation of the membership recognition program for new PMPs/CAMPs and Milestone Members
- **Volunteers**
  - Victor of the month, volunteer recognition program
  - Coordinated volunteer's involvement for all portfolios and programs
  - 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 delivered - January to May in 2020
  - Professional Development Conference Planned for May 2020
    - rescheduled to October 2020 due to COVID-19
- **Up Island**
  - Two PMP exam prep sessions with Excel Career College in Courtenay
  - PMP exam prep session in Nanaimo
  - Nanaimo District Chamber of Commerce involvement
- **Other Accomplishments**
  - PMI and PMI-VI new branding and transformation
  - PMI's 50<sup>th</sup> anniversary celebration
- **Scholarship Fund 2020. All awarded:**
  - Royal Roads University (RRU) = \$1,000
  - University of Victoria (UVic) = \$1,000
  - Camosun College (CC) = \$1,000

**6. Treasurer’s Report**

● **Balance Sheet**

	2018	2019
<b>Balance Sheet</b>		
Total Assets	\$199,723.00	\$169,677.00
Total Liability	\$13,314.00	\$1,500.00
Total Equity	\$186,409.00	\$168,177.00
<b>Income Statement</b>		
Total Revenue	\$104,723.00	\$75,458.00
Total Expenses	\$125,512.00	\$93,691.00
<b>Net Income</b>	<b>-\$20,789.00</b>	<b>-\$18,233.00</b>

● **REVENUE Statement**



Revenues	2017	2018	2019
Programs, Lunch, Breakfast, Dinner	\$ 2,177.00	\$ 7,038.00	\$ 10,439.00
PD Conference / Region 1 Conference	\$ 24,515.00	\$ 35,665.00	\$ 12,647.00
PM Training - CEPS and CAPM	\$ 41,349.00	\$ 25,755.00	\$ 17,399.00
Membership Dues and Fees	\$ 23,017.00	\$ 27,957.00	\$ 31,636.00
Other Functions and Social Events	\$ 2,891.00	\$ 4,694.00	\$ -
Interest Revenue	\$ 3,684.00	\$ 3,614.00	\$ 3,337.00
<b>Total Revenues</b>	<b>\$ 97,633.00</b>	<b>\$ 104,723.00</b>	<b>\$ 75,458.00</b>

- **Motion** to approve 2019 Financial Statements
  - Motion: Ivan Rincon
  - Seconded: Régis Denèfle
  - Approved: 96% in favour; 4% abstain
  
- **Motion** to waive audit on 2019 Financial Statements
  - Motion: Kristen McKeracher
  - Seconded: Miriam Kaplan
  - Approved: 92% in favour; 8% abstain

**7. Board of Directors Elections 2020/21**

- Online election
  - Polls closed on May 20, 2020
  
- 2020/21 PMI-VI Board of Directors
  - **Executive**
    - Slav Grygierowski, President
    - Zachy Olorunjojon, President Elected
    - Liam McKeracher, Past President
    - Pawan Yadav, Treasurer
    - Nancy Kwong, Director of Operations
  
  - **Directors**
    - Linda Heimstra, Up-Island Director
    - Alan Calder, Certifications Director
    - Marissa Wu, IT Director
    - Ernesto Guevara-Ortiz, Programs Director
    - Cara Segger, Communications Director
    - H  l  ne Roberge, Outreach Director
    - Flavia Guarnieri, Professional Development Director
    - Brenda Brassette, Volunteer Director
    - Stephanie Poole, Sponsorship Director
    - Ivan Rincon, Academics Director
  
- **Motion** to approve 2020/21 PMI-VI Board of Directors elections results
  - Motion: Ivan Rincon
  - Seconded: kemalevci
  - Approved: 98% in favour; 2% abstain

**8. President asks if there is any question or other businesses for further discuss**

- No questions or other businesses

**9. Motion to adjourn the 2020 PMI-VI Annual General Meeting**

- Motion: R  gis Den  fle
- Seconded: Nancy Kwong
- Approved: 95% in favour; 5% abstain

– End of Minutes –