



PMI Manitoba Chapter

Topic	PMI – Manitoba Annual General Meeting
Date	March 3, 2009
Time	11:45am -12:30 pm
Location	Winnipeg Convention Centre
Facilitator	Toby Elson/Nick DeStefano
Secretary	Cindy Elliott

Minutes

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1.	<p>123 members and 4 guests in attendance. Quorum was met.</p> <p>Les Howard advised voting was closed at 11:45 a.m.</p> <p>AGM was called to order at 11:45 am Toby Elson welcomed all attendees to the Annual General Meeting and reviewed the agenda for the AGM and explained the rules of order that would apply.</p>
2.	<p>2008 AGM Minutes A motion was made by Nick DeStefano to accept the 2008 AGM minutes (as posted on the web site and distributed to membership in advance of the meeting). Seconded by James Robinson. Toby requested a show of hands for those in favour – all in favour/no objections.</p> <p align="right">CARRIED</p>
3.	<p>2008 Annual Report Mr. Elson reviewed the highlights of 2008 as stated in the 2008 Annual Report. This included the work completed for the various portfolios (Secretary, Membership, Professional Development, Programs, Marketing, Communications, Treasurer and Vice President/President/Past President). Refer to the 2008 Annual Report for details.</p> <p>2008 Operational Highlights included:</p> <ul style="list-style-type: none"> - 11% increase in membership to 589 with 55 being volunteers - Conducted Strategic planning workshop - Conducted Operational and Budgeting planning session - Conducted second Brandon “meet & greet” with guest speaker (new for 2008), fall workshop - Conducted 5th PMI MB Project of the Year (POY) – 6 submissions - Delivered the 9th annual 2 day conference - attended by over 150+ delegates with keynote speaker Joan McCusker (Olympic Gold Medalist)

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	<ul style="list-style-type: none"> - Delivered two 2 day fall workshops presented by Julie Grabb and Anthony Tsoukanas - Presented a spring and fall PMP/CAPM info session - 2 PMP study groups were formed - Ended the year with: 288 PMPs (up 54!), 9 CAPMs and 2 PgMPs (very first Manitoba PgMPs!) - Hosted 3rd annual recognition event to honor Chapter Volunteers, Sponsors and new 2008 PMP, CAPM & PgMP certificate holders - Delivered 10 chapter lunch meetings as well as AGM event - Hosted the 9th annual golf tournament and 6th annual curling event - Maintained PMI Manitoba Chapter policies - Strategic Highlights included: - Implemented new on-line registration system for PMI Manitoba events - Implemented new volunteer document/process repository – currently being piloted by Board of Directors - Implemented “Past Presidents Circle” to obtain feedback on specific board actions – confirmed mandate and frequency of future meetings - Drafted by-law revision based on PMI Global template and conducted membership review (agenda item to follow) <p>A motion was made by Johnathan Fahr to ratify Board of Directors 2008 Actions and seconded by Donna Castellano.</p> <p>Mr. Elson requested a show of hands for those in favour – all in favour / no objections.</p> <p style="text-align: right;">CARRIED</p>
4.	<p>Revised By-Laws</p> <p>Mr. Elson reviewed the revisions of the Chapter by-laws:</p> <ul style="list-style-type: none"> - Current by-laws enacted 2001 and last revised 2002 - Revision was required to bring in alignment with current PMI Global template and incorporate accumulated revisions - Revisions drafted and lead by President with reviews by PMI Manitoba, Sub-committee (Past President, Vice President & Secretary), Board of Directors, Past Presidents’ Circle - PMI Global (approval of final draft required and obtained) - Emailed comparison of existing & proposed by-laws October 2008 for member feedback - Information Session held November 2008. <p>Highlights of Changes included:</p> <ul style="list-style-type: none"> - Adopted current PMI Global template (new look & feel) - Carried forward concepts/language where appropriate from existing by-laws - Added optional second one year term (without election) for Board of

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	<p>Director roles other than Vice President, President & Past President</p> <ul style="list-style-type: none"> - Added requirement that Vice President have previously served one year on PMI Manitoba Board of Directors (waived if no eligible candidates nominate) <p>A motion was made by Debbie O'Bray to approve the revised by-laws and seconded by Lorna Weir. Mr. Elson requested a show of hands for those in favour - all in favour / no objections.</p> <p style="text-align: right;">CARRIED</p>
5.	<p>Financial Auditor Presentation</p> <p>John Popowich, CA from Lazer Grant presented the 2008 Auditor's Report. Mr. Popowich discussed the major highlights of the 2008 financial report. A copy of the 2008 financial report was distributed to all members prior to the meeting. Additional copies were available at each table.</p> <p>A motion was made by Jack Shapiro to nominate Lazer Grant as the 2009 Auditor and seconded by Ed Wright. Mr. Elson requested a show of hands for those in favour - all in favour / no objections.</p> <p style="text-align: right;">CARRIED</p>
6.	<p>Acknowledgment of Outgoing Board of Directors</p> <p>Mr. Elson thanked the membership for their support during his term. Mr. Elson recognized the chapter volunteers and the 2008 Board of Directors and thanked the outgoing Board members for their contribution.</p> <ul style="list-style-type: none"> - Donna Castellano, PMP 5 Years <ul style="list-style-type: none"> o Professional Development Director o Vice President o President o Past President - Bob Suen, PMP 3 Years <ul style="list-style-type: none"> o Communications Director - Cindy Elliott 1 Year <ul style="list-style-type: none"> o Secretary - Cindy Genyk, PMP 1 Year <ul style="list-style-type: none"> o Membership Director - Ed Wright, PMP 1 Year <ul style="list-style-type: none"> o Treasurer <p>Mr. Elson then introduced and congratulated Nick DeStefano as the 2009-10 President.</p> <p>Mr. DeStefano acknowledged and thanked Mr. Elson for his work and mentorship during 2008-10 and indicated he was looking forward to the continued relationship as Mr. Elson moves into his Past President role.</p>

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7.	<p>Election of the 2009 Board of Directors (BOD) Mr. DeStefano introduced Les Howard, Nominations Committee Chair for the 2009 Elections.</p> <p>Mr. Howard discussed the nominations process and explained that there was an election for one BOD position: Membership. Ballots were provided to members upon registration sign-in to the AGM. Mr. Howard congratulated the candidates and announced the elected candidate is Victor Kolynchuk as the new Director of Membership.</p> <p>Mr. Howard introduced the 2009 Manitoba Chapter BOD to the membership:</p> <p><i>President – Nick DeStefano, PMP</i> <i>Past President –Toby Elson, PMP</i> <i>Vice President – Johnathan Fahr</i> <i>Secretary – Diana Maxymowich, PMP</i> <i>Treasurer – John Campbell, PMP</i> <i>Director, Communications – Cory Alexander, CAPM</i> <i>Director, Marketing –Ray Hope, PMP</i> <i>Director, Membership –Victor Kolynchuk, PMP</i> <i>Director, Professional Development – Jon Cook</i> <i>Director, Programs – Christa Ferreira, PMP</i></p> <p>A motion was made by Ray Hope and seconded by John Davidson to destroy the ballots. Mr. Howard requested a show of hands for those in favour - all in favour / no objections.</p> <p style="text-align: right;">CARRIED</p>
8.	<p>2009 Highlights Mr. DeStefano, the 2009 President, took over the podium and the rest of the meeting. Mr. DeStefano reviewed the Strategic Planning and Governance for 2009.</p> <p>Highlights included:</p> <ul style="list-style-type: none"> - Strategic planning session - April - Operational & budget planning session - Oct - Review existing programs; new ones will be considered in preparation for the following year - Board transition meeting & orientation session in March - Board Liability session in April - Continue to review & update Chapter operating policies - Complete rollout of the SharePoint document repository - Represent MB as part of PMI-Region 2 - Attend annual PMI Leadership Meeting - Continue to build and improve upon the PMI Manitoba Corporate Sponsorship Program

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	<ul style="list-style-type: none"> - Provide 9 chapter meetings - Provide 2 certification information sessions. Continue to offer study groups for certification preparation - Host a recognition event for sponsors, new certification holders and volunteers - Provide 2 social activities (golf and curling) - Continue to provide support and “pdu” opportunities for existing PMP’s as they pursue re-certification - Offer a fall workshop - Continue to promote Project of the Year into the community - Increase the number of volunteers from the existing membership base - Have 1-2 President Circle meetings - Present a 2 day Professional Development Symposium - Analysis to understand future web requirements and priorities. Including member inputs. - Deliver 2 editions of the “On target” newsletter (Spring and Fall). <table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><u>2009 Budget</u></td> </tr> <tr> <td style="width: 60%;">Revenue</td> <td style="text-align: right;">\$ 210, 132</td> </tr> <tr> <td>Expenses</td> <td style="text-align: right;">\$ 207, 913</td> </tr> <tr> <td></td> <td style="text-align: right;">-----</td> </tr> <tr> <td>Net</td> <td style="text-align: right;">\$ 2,219</td> </tr> </table> <p>Mr. DeStefano opened the floor for questions. There were no questions.</p>	<u>2009 Budget</u>		Revenue	\$ 210, 132	Expenses	\$ 207, 913		-----	Net	\$ 2,219
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9.	<p>Motion to Adjourn A motion was made by Paul Unger and seconded by Donna Castellano to adjourn the meeting at 12:30 p.m.. Mr. DeStefano requested a show of hands for those in favour - all in favour / no objections.</p> <p style="text-align: right;">CARRIED</p>										