



Society of PM Professionals

Of GREATER VANCOUVER

ANNUAL GENERAL MEETING NOVEMBER 21, 2012 MINUTES

1. Call to Order

Kim Hunter, President, called the meeting to order at 12:22 pm.

1.1 Quorum

It was noted by the President that the Members of the Society, present at a business meeting for which proper notice has been given, constitute a quorum.

The list of members in attendance is contained in Attachment I to these minutes.

1.2 Rules of Order

The President announced that Roberts Rules of Order would be followed. There were no objections voiced.

1.3 Record of Meeting

Iain Palmer volunteered to take minutes for this meeting. (as the Secretary Treasurer was not able to attend).

1.4 Adoption of Agenda

Moved by: Duncan Smith
Seconded by: Joan Hambury

That the agenda as provided in the Seminar Proceedings handout for November 21, 2012 be adopted.

Result: Unanimous

2. Adoption of Minutes

Moved by: Duncan Smith

Seconded by: Eva Blackham

That the minutes of the November 23, 2011 meeting be adopted as reported in the seminar binder of November 21, 2012.

Result: Unanimous

3. Reports of the Officers

President's Report:

The copy of the report is Attachment II to these minutes and was included as a handout in the Seminar Proceedings for November 21, 2012.

Secretary Treasurer's Report:

Report from John Cooke, PMP, Secretary-Treasurer. The Statement of Income and Expenses was provided in the Seminar Proceedings handout for November 21, 2012. The Financial Statement is Attachment III to these minutes.

Registrar's Report:

The Registrar, Walter Wawruck provided an update on the number of members in the Society. The list provided in the Seminar Proceedings handout for November 21, 2012 identified 336 members (an increase of 19 over the year).

4. Election of Officers

The officers of the Society were elected following nominations from the floor. The positions were filled by acclamation as shown in the table below. The term of office will be until the next election of Society officers to be held at the Annual General Meeting in November 2013.

Position	Nominee	Nominated by:	Seconder:	Motion to Close:	Disposition
President	Kim Hunter	Duncan Wood	Judy Waywood-Cox	Consent by a show of hands	Elected
Secretary Treasurer	John Cooke	Ron Kroeker	Duncan Wood	Consent by a show of hands	Elected
Registrar	Walter Wawruck	Duncan Smith	Bill Hall	Consent by a show of hands	Elected

5. Dates of Future Meetings

5.1 Next Professional Development Seminars

Moved by: Duncan Smith

Seconded by: Joan Hambury

That the Officers be authorized to organize and conduct a program of Professional Development Seminars during the year 2012, comparable to the program that has been conducted in the past, and incorporating the results of the November 23, 2011 program planning workshop.

Result: Carried

5.2 Annual General Meeting

Moved by: Duncan Smith

Seconded by: Marko Wolf-Pany

That the next Annual General Meeting be scheduled for November 20, 2013.

Result: Carried

6. Other Business

Peter Duggan moved that there be a fifth seminar for 2013, to be investigated and arranged by Marko Wolf-Pany.

This motion was seconded by Iain Palmer.

Result: Carried.

6.1 Meeting adjourned

Moved by: Walter Wawruck

Seconded by: Iain Palmer

The meeting was adjourned by Chair at 12:34 pm.

We certify that this is an accurate record of the Annual General Meeting held on November 21, 2012.

Signed by Iain Palmer

Iain Palmer, PMP
(Recording Secretary)

Signed by Walter Wawruck

Walter A. Wawruck, PMP, Registrar

Attachments to the Minutes:

List of Members in Attendance
President's Report, 2012
Secretary Treasurer's Report, 2012
Registrar's Report 2012



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General Meeting November 21, 2012 MEMBERS ATTENDING

Brookes Vera
Cayuela Alberto
Duggan Peter
Hall Bill
Hambury Joan
Hunter Kim
Kroeker Ron
MacKenzie Jennifer
Mehjoo Ahmadreza
Murphy Tracey
Orlov Denis
O'Toole Greg
Palmer Iain
Payeur Mary-Jean
Shackerley-Bennett Shannon
Shaw Stan
Smith Duncan
Stefan George
Stuart Colleen
Wawruck Walter
Waywood-Cox Judy
Wise Mark
Wolf-Pany Marko
Wood Duncan

OTHER PARTICIPANTS IN THE MEETING

Barras Calla
Blackham Eva
Drinnan Andrew
Dykstra Meaghan
Fodchuk Paul
Iredale Richard
Launay Linda

Law Elizabeth
Pensato Tony
Quan Harvey
Ryan Greg
Van Dommelen Sylvia



SOCIETY OF PM PROFESSIONALS

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2012 President's Report: November 21, 2012

Summary of PD seminars conducted in 2012.

Seven seminars were conducted in 2012, the last of which – November 2012 – included the Annual General Meeting of the Society. I thank all participants, in whatever capacity services were rendered, who helped to make the seminars the success that they were.

February 15, 2012, "Delivering Quality Results in IS/IT Project.", Judy Waywood-Cox, PMP

March 21, 2012, "Document and Records Management", Ellyn Daly, PMP

April 18, 2012, "Managing Projects Across Distances and Culture.", Duncan Wood, PMP

May 23, 2012, "Creating Organizational Capability and Individual Competence in Project Management", Lisa Batycki Downs, PMP

September 26, 2012, "Novel Approaches to Engineering-Construction Projects", Linda Flegel, PMP

November 21, 2012, "Building and Maintaining Effective Project Teams", Eva Blackham, PMP

Notes on the PD seminars conducted in 2012.

The efforts of Walter Wawruck, in recruiting presenters ahead of the November seminar in which the plan for the following years' events is developed, has simplified both the planning process itself and the requirement for sourcing last minute replacement presenters for those who withdraw close to the event date. Thank you, Walter.

The programs for several seminars in 2012 were developed with a single, unifying theme as their focus. This method was well received by the members in attendance. Offering seminars with this feature is, however, is dependent on

the Project Manager for the day recruiting presenters whose materials are consistent with the chosen theme; it is not always possible to achieve.

Walter Wawruck, PMP ran an exemplary workshop at the May seminar entitled ASSESSING PROJECT MANAGEMENT COMPETENCE which offered exceptional learning experiences in a skill that all project operatives should have. Thank you, Walter.

President's call to the members of the Society.

The president extends a request to all members of the Society to offer their services in the following areas:

- Project Managers to conduct seminar events; without this role, there is no seminar
- Project team members to participate in seminar events in a variety of capacities
- Presenters of topics and materials of interest to any segment of the group
- Members with HTML skills who can maintain or improve the Society website

The continued existence of the Society depends on the participation of the members in its activities, both for organizing and for attending the events.

Respectfully submitted,
Kim Hunter, PMP.



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Statement of Income and Expenses 2012

Seminars

During 2012, there have been seven (7) Professional Development seminars, including the AGM. The Society has continued to operate the seminars as the sole source of income, offsetting the costs of the seminars themselves and setting aside a small amount for other expenses such as website hosting. In 2013 we will face the removal of HST which is unlikely to decrease the cost of our seminars.

Income and Expenses

During 2012, payments were made for various expenses including direct seminar related costs, overall support costs and materials. At the time of this report, the final seminar figures, bank charges and printing costs are still to be determined and have been estimated, based on the previous seminars. The estimated year end income and expenditure position is shown below, extrapolating the trend of the first 6 seminars for the final 7th seminar.

Item	Balance	Income	Expenditure
Opening bank balance Jan 1, 2012	4,610		
Seminar Fees (act to date 23,360)		26,880	
Seminar Costs – hotel			23,024
Printing / stationery (Feb-Oct act, Nov est)			3,700
Bank Charges (act + est)			160
Website Hosting (est)			100
PC Equipment (ptr, cable)			100
Totals		26,880	27,084
Closing Bank Balance Dec. 31 2012 (Estimated)	4,406		

All figures are in dollars.

At the 2010 AGM, the Society approved a motion authorizing the officers to effect a change of bank account to obtain more favourable service charges. Some investigation was done and a suitable option identified at Van City Credit Union. After further negotiations with Scotiabank the executive decided to stay with the existing bank as it provided a new low-cost offering that is competitive with the credit unions.

Respectfully submitted,
John Cooke, PMP



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Society Members November 15, 2012

The list which follows is an enumeration of the members of the Society as of November 15, 2012.

There are 336 members in the Society. In November 2011, 317 members were reported. Since that time 19 new members joined the Society. The PMP status of those on the list has not been verified.

A check of the PMP status of the 84 most senior members on the November 24, 2010 membership list revealed that 19 of those had not maintained their certifications. These names were removed from the list. The remaining names were not verified. On a statistical basis, this means that 50 to 60 of those currently listed as members may not be PMPs and no longer qualify for membership. The plan is to check the PMP status of all those listed, and to present a verified list of members to the 2013 Annual meeting.

The PMP Online Registry at <http://www.pmi.org/Certification/Credential-Registry.aspx> allows verification of any individual's status.

All PMPs are encouraged and invited to join the Society. There is no fee for membership. A membership application form can be obtained from the Society web site at <http://www.vcn.bc.ca/pmprof>.

Newsletters and notices of Society events and meetings are issued periodically as e-mail broadcasts, both to members and to PMPs who are not members. There are approximately 600 PMPs, principally in the Greater Vancouver area, who receive notices of Society events. Corrections or additions to the information on the e-mail distribution list should be provided to the Registrar of the Society, Walter Wawruck, PMP wawruck@telus.net.

The Society is completely independent of PMI Inc. The Society has no access to PMI's records of PMPs and their contact information, other than the Online Registry. Individual PMPs themselves are the only source of contact information.