



Society of PM Professionals

OF GREATER VANCOUVER

General Meeting November 22, 2006 MINUTES

1. Call to Order

Alberto Cayuela, President, called the meeting to order at 12:30 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

Darlene Hope-Ross was appointed by the President minutes to take minutes for this meeting in the absence of the Secretary Treasurer, Joan Hambury.

1.4 Adoption of Agenda

Moved by Darlene Hope-Ross and seconded by Feri Demehri.

That the agenda as provided in the Seminar Proceedings handout for November 22, 2006, be adopted.

Carried..

2. Adoption of Minutes

Moved by Feri Demehri and seconded by Susan Read.

That the minutes of the November 22, 2005 meeting be adopted as reported in the seminar binder of November 22, 2006.

Carried..

3. Reports of the Officers

President's Report:

Five seminars were held through the year. One more than planned.

Alberto Cayuela provided an update on the progress of the three ongoing initiatives of the Society, including an electronic repository of seminar materials, an on-line registration system and general improvements to the Society web site. There were some delays along the way, but is now anticipated to be up and running during 2007.

Question: Judy Waywood-Cox asked about the security for the website, and whether or not a sign-in would be required.

Response: Walter Wawruck responded that there would be no requirement for a secure logon, and no issues with this are anticipated.

Secretary Treasurer's Report:

Because Joan Hambury, the Secretary Treasurer, was absent, no verbal report was provided. The Statement of Income and Expenses was provided in the Seminar Proceedings handout for November 22, 2006. The Financial Statement is Attachment II 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 22, 2006 identified 230 members. PMPs not listed as members were advised to complete a Membership Application Form in order to be eligible to participate in the Election Process.

Question: Judy Waywood-Cox asked for clarification about the membership process, in particular if there is an annual requirement or an expiry to the membership.

Response: Walter Wawruck responded that there is only one application requirement. A member remains a member as long as one maintains the PMP

status. If a member resigns from the Society he/she would be removed from the membership list.

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 2007.

| Position | Nominee | Nominated by: | Seconded: | Motion to Close: | Disposition |
|------------------------|----------------|---------------|-------------------|----------------------------|-------------|
| President | Robert Schulz | Judith Brook | John Beggs | Consent by a show of hands | Elected |
| Secretary Treasurer | Gary Murphy | Judith Brook | Dennis Chinatambi | Consent by a show of hands | Elected |
| Registrar | Walter Wawruck | Steve Forrest | Christine Poulin | Consent by a show of hands | Elected |

5. Dates of Future Meetings

5.1 Next Professional Development Seminars

Moved by Jacques Marut and seconded by Christine Poulin: That the Officers be authorized to organize and conduct a program of Professional Development Seminars during the year 2007, comparable to the program that has been conducted in the past, and incorporating the results of the November 22, 2006 program planning workshop.

Moved by Darlene Hope Ross and seconded by Judith Brook that the motion be amended to include: Non-PMPs, as appropriate, may attend and present at a seminar at the discretion of the organizing PM for each seminar.

The amendment carried

The amended motion carried..

5.2 Annual General Meeting

Moved by Margaret Hanson and seconded by Duncan Wood that the next Annual General Meeting be scheduled for November 22, 2007.

Carried

6. Society Web Site

Moved by Ron Baker and seconded by Neal Ross: That the Officers be authorized to make improvements to the Society web site to accommodate a

repository of proceedings from previous seminars, and to accommodate an automated seminar registration system, and to expend therefore no more than \$1,500, this amount to be recovered through a levy on seminar registration fees in 2007.

Carried.

Moved by Susan read and seconded by Carol Brien: That Peter Mulholland be appointed the Project Manager for the development of the repository, and Web Site Publisher through June 2007, and in these capacities accountable to the Registrar of the Society..

Carried.

Moved by Oleg Perepelkin and seconded by Stephen Forrest: That Joan Hambury be appointed Project Manger for the development of the registration system, and in this capacity accountable to the president of the Society.

Carried.

7. Other Business

Moved by Feri Demehri and seconded by George Stephan: That a working group be established, with Carol Brien and Judy Waywood-Cox as co Project Managers, to develop a survey with questions relating to the optimal number of participants allowed for each seminar and in this capacity report back to the Society President.

Carried.

The meeting was adjourned by Chair at 1:10 pm (No Motion)..

We certify that this is an accurate record of the Annual General Meeting held on November 22, 2006.

Darlene Hope-Ross, PMP
(Recording Secretary)

Walter A. Wawruck, PMP, Registrar



Society of PM Professionals

OF GREATER VANCOUVER

General Meeting November 22, 2006 MEMBERS ATTENDING

| | |
|-------------------|------------------|
| Ron Baker | Julie Lee |
| John Beggs | Jim Marshall |
| Samantha Benati | Jacques Marut |
| Paul Brady | Gord Marwick |
| Carol Brien | Ahmadreza Mehjoo |
| Judith Brook | Gino Morena |
| Alberto Cayuela | David Nickel |
| Gary Chan | Tracy Page |
| Ellen Darakjian | Oleg Perepelkin |
| Feri Demehri | Christine Poulin |
| Chris Dennis | Neal Ross |
| Stephen Forrest | Lily Sisson |
| Heidi Gable | Michelyn Smythe |
| Jennifer Gray | George Stefan |
| Araz Hamian | Gregg Turner |
| Margaret Hanson | Nick VanderKwaak |
| Julie Harrison | Barbara Vonas |
| Dora Herald | Steve Wade |
| Darlene Hope-Ross | Walter Wawruck |
| Dave King | Judy Waywood-Cox |
| Darryl Kropp | Duncan Wood |
| Dale Laarz | Edward Yan |
| | Julie Yang |

OTHER PARTICIPANTS IN THE MEETING

Individuals whose membership status could not be confirmed:

Dennis Chinatambi
Ferdinand Espedido
Marianne Morin
Gandhi Mukkavilli
Tania Worker



Society of PM Professionals

Of GREATER VANCOUVER

Statement of Income and Expenses for November 30, 2005 to November 1, 2006

| <u>Particulars</u> | <u>Income</u> | <u>Expense</u> | <u>Net</u> | <u>Balance</u> |
|--|---------------|----------------|-----------------|-----------------|
| PMP Day | \$2,090.00 | | | |
| No Show Payments | \$165.00 | | | |
| Holiday Inn | | \$2,018.32 | | |
| Admin Supplies | | \$27.87 | | |
| Binders & Reproduction | | \$571.50 | (\$362.69) | |
| Bank Balance January 1, 2006 | | | | \$492.90 |
| PMP Day | \$2,820.00 | | | |
| No show payment | \$180.00 | | | |
| Holiday Inn | | \$2,429.87 | | |
| Admin Supplies | | \$26.68 | | |
| Binders | | \$88.92 | | |
| Reproduction | | \$269.41 | \$185.12 | |
| No show payment for Sept, 2004 Seminar - \$55.00 | | | | |
| PMP Day | \$3,250.00 | | | |
| No show payment | \$0.00 | | | |
| Holiday Inn | | \$2,438.77 | | |
| Binders | | \$88.92 | | |
| Reproduction | | \$325.06 | \$397.25 | |
| PMP Day | \$2,991.00 | | | |
| No show payment | \$130.00 | | | |
| Holiday Inn | | \$2,401.25 | | |
| Binders | | \$91.34 | | |
| Reproduction | | \$336.95 | \$291.46 | |
| PMP Day | \$2,665.00 | | | |

| | | |
|-----------------|------------|-----------------|
| No show payment | \$130.00 | |
| Holiday Inn | \$2,334.34 | |
| Binders | \$119.35 | |
| Reproduction | \$149.48 | \$191.83 |

Additional Expenses

| | | |
|-----------------------------------|-----------------|--|
| VCN Website Hosting - One Year | \$75.00 | |
| Bank Charges | \$102.03 | |
| | \$177.03 | |

**Bank Balance Oct 31
statement****\$3,729.54****Outstanding Fees--no-show receivables for 2006****Seminars**

| | | |
|---------------|--------------|-----------------|
| Sunil Pense | Sept. 26 | \$65.00 |
| Blake Johnson | Oct. 26 | \$65.00 |
| Susan Read | Oct. 26 | \$65.00 |
| Randy Webb | Oct. 26 | \$65.00 |
| | Total | \$260.00 |

Bank Charges

| | |
|------------|-----------------|
| Nov. 30/05 | \$10.50 |
| Dec. 30/05 | \$11.00 |
| Jan. 31/06 | \$11.00 |
| 28-Feb | \$11.00 |
| 31-Mar | \$5.50 |
| Apr. 30/06 | \$13.88 |
| May 31/06 | \$5.50 |
| June 30/06 | \$5.50 |
| July 31/06 | \$7.15 |
| Aug. 30/06 | \$7.15 |
| Oct. 31/06 | \$13.85 |
| | \$102.03 |