



Society of PM Professionals

Of GREATER VANCOUVER

ANNUAL GENERAL MEETING NOVEMBER 23, 2011 MINUTES

1. Call to Order

Duncan Wood, President, called the meeting to order at 12:40 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

Judith Brook 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: John Cook

That the agenda as provided in the Seminar Proceedings handout for November 23, 2011 be adopted.

Result: Carried.

2. Adoption of Minutes

Moved by: Duncan Smith
Seconded by: Vera Brookes

That the minutes of the November 24, 2010 meeting be adopted as reported in the seminar binder of November 23, 2011.

Result: Carried.

3. Reports of the Officers

Verbal presentations of these reports were passed over in the interests of time.

President's Report:

The President's report was included in the seminar binder for November 23, 2011.

Secretary Treasurer's Report:

The Statement of Income and Expenses was provided in the Seminar Proceedings handout for November 23, 2011.

Registrar's Report:

The Registrar, Walter Wawruck provided an update on the number of members in the Society. The list of members was provided in the Seminar Proceedings handout for November 23, 2011.

There are 317 members in the Society. In November 2010, 313 members were reported. Since that time 23 new members joined the Society, and 19 have been struck because they are no longer PMPs..

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 2012.

Position	Nominee	Nominated by:	Seconded:	Motion to Close:	Disposition
President	Kim Hunter	Walter Wawruck	Robert Molina	Consent by a show of hands	Elected

Secretary Treasurer	John Cooke	Judy Waywood- Cox	Kim Hunter	Consent by a show of hands	Elected
Registrar	Walter Wawruck	Alberto Cayuela	Duncan Smith	Consent by a show of hands	Elected

5. Dates of Future Meetings

5.1 Next Professional Development Seminars

Moved by: Duncan Smith

Seconded by: Alberto Cayuela

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: Marcel Chiriac

Seconded by: Duncan Smith

That the next Annual General Meeting be scheduled for November 21, 2012.

Result: Carried.

6. Other Business

6.1 Meeting adjourned

Moved by:

Seconded by:

The meeting was adjourned by Chair at 12:50 pm (No Motion).

Result:

We certify that this is an accurate record of the Annual General Meeting held on November 23, 2011.

Judith Brook, PMP
(Recording Secretary)

Walter A. Wawruck, PMP, Registrar

Attachments to the Minutes:

List of Members in Attendance

President's Report, 2011

Secretary Treasurer's Report, 2011

Registrar's Report 2011



Society of PM Professionals

Of GREATER VANCOUVER

General Meeting
November 23, 2011

MEMBERS ATTENDING

Batycki Downs Lisa
Brook Judith
Brookes Vera
Buchanan John
Cayuela Alberto
Chiriac Marcel
Cohen Vlad
Dittrich Daniel
Fisher Nigel
Flegel Linda
Gibson Keith
Hanna Roger
Hewson Jocelyn
Hope-Ross Darlene
Hunter Kim
Kroeker Ron
Lakey Tracey
Mackenzie Jennifer
Marshall Jim
McConnach Sandi
Molina Robert
Nothof Helsa
Parent Ray
Patten Maria
Payeur Mary-Jean
Pereira Edward
Robbins Dave
Sandall Glynis
Shakerley-Bennett Shannon
Shaw Stan
Shenouda Samy
Smith Duncan
Stuart Colleen
Tucker Jim
Turner Gregg

Velázquez Raúl
Virani Azmina
Wawruck Walter
Waywood-Cox Judy
Wimalasuriya Daya
Wise Mark
Wolf-Pany Marko
Wood Duncan

OTHER PARTICIPANTS IN THE MEETING

Gabor Nancy
Higginbottom Steve
Lyons Andrew
MacAulay Jodi
Purcell Ian
Quan Harvey
Weisner Robyn



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2011 President's Report: November 23, 2011

Summary of PD Seminars Conducted in 2011

Five Seminar days were conducted in 2011. The November 23, 2011 Seminar day included the Annual General Meeting (AGM). A deep thank you to those that helped to make the 2011 PD days successful.

February 16, 2011, Managing Information Systems Projects:
Making Progress, Marcel Chiriac, PMP

April 20, 2011, The Global Village - International and Cross Cultural
Projects, Judy Waywood-Cox, PMP

May 18, 2011, Project Organization, Kim Hunter, PMP

September 21, 2011 Delivering Infrastructure and Facilities, David Dowdell,
PMP

November 23, 2011 Managing Organizational Change and AGM, Jim
Marshall, PMP

Limit of number of Pages for Presentation Material

Suggestions were made that each presenter be limited to a set number of pages for their power point copies plus any additional material they wish to have published in the binder. Presenters have increasingly provided extensive quantities of slides and additional material over the last year. This makes the printing of the binders expensive. Ten to fifteen pages, double sided, could be a reasonable limit. Several presenters recently exceeded 20 pages. All future presenters should be reminded that there is a limit to the number of printed pages we will accept.

Personal or Corporate Advertising on Presentation Material

Society regulations regarding personal and corporate advertising in presentation material has for the most part been ignored and has generally increased throughout the year. The regulations need to be closely monitored by the PM and perhaps communicated by the officer(s) at the AGM.

Revision of Seminar Manual

Many thanks to Kim Hunter for reviewing and revising the Seminar Manual

Suggestion to update Society Web Page

A comment regarding updating the Society website was presented. A suggestion was made to coordinate this as a Society project with contributions from the members to perform the necessary work. Question: Could this count toward PDU's ?

Professional Development Day Seminars

We continue to experience a shortage of Project Managers to run the Seminars and Presenters to conduct workshops or presentations. Request to the membership to get involved – without their involvement there will be no Society.

Respectfully submitted,
Duncan Wood, PMP



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STATEMENT OF INCOME AND EXPENSES 2011

Seminars

During 2011, there have been 5 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 2012 we expect to face the removal of HST which is unlikely to decrease the cost of our seminars.

Income and Expenses

In December 2010 a \$1000 donation was made to the Wideman Education Foundation, as agreed to at the 2010 AGM.

During the year, 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 4 seminars for the 5th seminar. The 2011 printing costs are higher than normal, due to a timing difference with payment of some 2010 costs only occurring in 2011.

Opening bank balance Jan 1, 2011		3,088
Seminar Fees (act to date 15,440)	18,940	
Seminar Costs – hotel		16,123
Printing / stationery		3,937
Bank Charges + Website Hosting		255
Totals	18,940	20,317
Closing bank balance Dec 31, 2011 (est)		1,711

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. At this stage, we have not taken steps to move the account, and will explore this option in the new year, as it does require the officers to be account holders at the bank.

Respectfully submitted,
Gary Murphy, PMP



SOCIETY OF PM PROFESSIONALS

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Society Members November 19, 2011

The list which follows is an enumeration of the members of the Society as of November 19, 2011.

There are 317 members in the Society. In November 2010, 313 members were reported. Since that time 23 new members joined the Society, and 19 have been struck because they are no longer PMPs..

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 2012 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.