



Society of PM Professionals

OF GREATER VANCOUVER

General Meeting November 25, 2009 MINUTES

1. Call to Order

Denise Holleran-Boswell, President, called the meeting to order at 12:50 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

Gary Murphy volunteered to take minutes for this meeting as the Secretary Treasurer.

1.4 Adoption of Agenda

Moved by: Duncan Smith
Seconded by: Linda Flegel

That the agenda as provided in the Seminar Proceedings handout for November 25, 2009 be adopted.

Result: Carried.

2. Adoption of Minutes

Moved by: Gary Chan

Seconded by: Duncan Smith

That the minutes of the November 26, 2008 meeting be adopted as reported in the seminar binder of November 25, 2009.

Result: Carried.

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 25, 2009.

The lottery system for registration has been tested for this year and will be used going forward, replacing the old "first come first served" system.

The president stressed the need for seminar team members to notify the seminar manager of cancellations as soon as possible to avoid problems with trying to get replacements at short notice.

Question: Some questions were asked about the workload of a seminar PM and the duties, as uncertainty may be preventing some members from stepping forward for this role.

Response: The society president has the role of providing guidance to seminar PM's and there is also some guideline information in the seminar leaders handbook, and lessons learned from previous seminars.

Secretary Treasurer's Report:

Report from Gary. The Statement of Income and Expenses was provided in the Seminar Proceedings handout for November 25, 2009. The Financial Statement is Attachment III to these minutes. Of particular note is the purchase of a projector which will pay for itself in 3 seminars.

Question: The question was asked if the surplus can be used to keep the fees low and if we are taking the effect of HST into consideration for seminar fees.

Response: We have been given an indication that the hotel is generally applying the same fees for the 2010 year, and we will likely try to keep fees stable if possible (other costs such as printing may increase). We will need to

factor HST into fees. We may also consider setting aside an amount and recommending it be put to use for the society or bursary, etc. To be decided at the next AGM.

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 25, 2009 identified 285 members (an increase of 24 over the year). PMPs not listed as members were advised to complete a Membership Application Form in order to be eligible to participate in the Election Process. It was pointed out that the membership of the Society of PM professionals is not linked in any way to the Project Management Institute and membership application needs to be made separately for each of these bodies.

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 2010.

Position	Nominee	Nominated by:	Seconder:	Motion to Close:	Disposition
President	Duncan Wood	John Cook	Vlad Cohen	Consent by a show of hands	Elected
Secretary Treasurer	Gary Murphy	Chris Dennis	Ejaz Dean	Consent by a show of hands	Elected
Registrar	Walter Wawruck	Jim Tucker	Chris Dennis	Consent by a show of hands	Elected

5. Dates of Future Meetings

5.1 Next Professional Development Seminars

Moved by: Duncan Smith
Seconded by: Duncan Wood

That the Officers be authorized to organize and conduct a program of Professional Development Seminars during the year 2010, comparable to the program that has been conducted in the past, and incorporating the results of the November 25, 2009 program planning workshop.

Result: Carried.

5.2 Annual General Meeting

Moved by: Jonathon Aitken

Seconded by: Linda Flegel

That the next Annual General Meeting be scheduled for November 24, 2010.

Result: Carried.

6. Preferential Registration

Moved by: Walter Wawruck

Seconded by: Tim Kikkert

That the Officers be authorized to institute a priority system for registration eligibility at PD seminars. Preference shall be given to those who have made a contribution of service to the Society. The rules for the system shall reflect the recommendations from the working groups from the November 21, 2007 and November 26, 2008 planning workshops

The Registrar spoke to the new practice of the lottery system whereby previous seminar volunteers could not get into later seminars, which effectively discouraged volunteer participation. Working groups reviewed the situation and recommended previous seminar volunteers be given slots on a preferential list ("A" list) that would be used for allocating seminar registrations.

Question: How long would a member remain on the "A" list. How many persons would likely be on the list.

Answer: The duration is still to be decided – possibly for a preset number of seminars, or a time period. The list would likely include all volunteers from the start of 2009 and this could be up to 40 persons initially.

Result: Carried

6. Other Business

Chris Dennis proposed a vote of thanks to all the presenters and managers for conducting successful seminars in 2009.

Walter Wawruck proposed a vote of thanks to the outgoing president, Denise Holleran-Boswell for excellent work and commitment during her term as Society President.

The meeting was adjourned by Chair at 1:20 pm (No Motion).

We certify that this is an accurate record of the Annual General Meeting held on November 25, 2009.

Gary Murphy, PMP
(Recording Secretary)

Walter A. Wawruck, PMP, Registrar

Attachments to the Minutes:

List of Members in Attendance
President's Report, 2009
Secretary Treasurer's Report, 2009
Registrar's Report 2009



Society of PM Professionals

OF GREATER VANCOUVER

General Meeting November 25, 2009 MEMBERS ATTENDING

Jonathan Aitken	Teresa Lee
Greg Baker	Jennifer MacKenzie
Lisa Batycki Downs	Jim Marshall
Denise Holleran Boswell	Carol McLean
Alberto Cayuela	Igor Meshman
Gary Chan	Peter Mulholland
Vlad Cohen	Gary Murphy
John Cooke	Maria Pontejos
Ejaz Dean	Fred Roth
Novinder Dhahan	Shannon Shackerley-Bennett
Daniel Dittrich	Janet Smith
David Dowdell	Duncan Smith
Linda Flegel	Michelyn Smythe
Kelly Gilchrist	George Stefan
Michael Guelpa	Jim Tucker
Margaret Hanson	Jeff Turkington
Dora Herald	Tony Vlastelic
Kim Hunter	Walter Wawruck
Diana Iorga	Lisa Williams
Timothy Kikkert	Marko Wolf-Pany
Lisa Koftinoff	Duncan Wood