



Society of PM Professionals

OF GREATER VANCOUVER

General Meeting November 30, 2004 MINUTES

1. Call to Order

Lucy Guest, President, called the meeting to order.

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.

Moved by Velvet Warrior and seconded by Stacey Cerniuk.

1.3 Record of Meeting

Robert Molina was appointed by the President to keep the record of the meeting.

1.4 Adoption of Agenda

Moved by Paul Brady and seconded by Ray Parent.

That the agenda distributed to the members in attendance be adopted.

Carried. Unanimously.

2. Adoption of Minutes

Moved by Paul Brady and seconded by Ray Parent.

That the minutes of the Annual General Meeting December 3, 2003 be adopted as reported in the seminar binder of November 30, 2004.

Carried. Unanimously.

2.1. Report of the Officers

President's Report:

Lucy Guest summarized all the PMP days in 2004 and gave us a list of "firsts" in 2004, such as:

- 6 seminars were held – only 4 were originally planned.
- Created seminars on short notice – 6 weeks total time.
- Seminar PM running the project remotely.
- Multiple PMs for a single event.
- Adherence to themes.
- Focus on specific industry sectors.
- Magic show.
- All events sold out.
- Successful event held in the summer with full attendance.
- Standardized procedure for seminar registration.

Secretary Treasurer's Report:

Robert Molina presented a summary of the Society's financial status as of November 29, 2004. We got rid of last year's deficit of \$500. The Financial Statement is Attachment II.

Registrar's Report:

Walter Wawruck submitted a written report as part of the seminar binder. It included a listing of 152 members of the Society as of November 25, 2004. Also listed were another 339 PMPs of whom we are aware in the Vancouver area. PMPs in attendance who had not yet registered as members were encouraged to complete and submit a membership application.

3. 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 for 2005 with the election of 2006 Society officers to be held at the Annual General Meeting in November 2005.

Position	Nominee	Nominated by:	Seconded:	Motion to Close:	Disposition
President	Ray Parent	Steve Forrest	Alberto Cayuela	m Luba Ebert s Bruce Locke	Elected
Secretary Treasurer	Joan Hambury	Robert Molina	Jill McNeill	m Velvet Warrior s Jim Tucker	Elected
Registrar	Walter Wawruck	Steve Forrest	Sammy Shenouda	m Joan Hambury s Stacey Cerniuk	Elected

4. Dates of Future Meetings

4.1.Next Professional Development Seminars

Moved by Velvet Warrior and seconded by Paul Brady that the Officers be authorized to organize and conduct a program of Professional Development Seminars during the year 2005. The results of the workshop this morning will be used.

Carried. Unanimously.

4.2.Annual General Meeting

The next Annual General Meeting of the Society will be held on Wednesday, November 30, 2005.

5. Other Business and Announcements

Moved by Jim Tucker and seconded by Denise Boswell-Holleran:

That the officers of the Society in 2005 conduct, review, and assess the impact of two seminars having 55 – 60 registered attendees, unless Holiday Inn disagrees to our increasing the total number of people.

Carried. 25 in favour, 7 opposed.

Moved by Ray Parent and seconded by Linda Molinari:

That the meeting be Adjourned.

Carried Unanimously.

We certify that this is an accurate record of the Annual General Meeting held on November 30, 2004.

Robert Molina, PMP, Secretary Treasurer
(Recording Secretary)

Walter A. Wawruck, PMP, Registrar



Society of PM Professionals

OF GREATER VANCOUVER

General Meeting November 30, 2004 MEMBERS ATTENDING

Ron Baker	Teresa Marshall
Paul Brady	Jill McNeill
Alberto Cayuela	Susan Mogan
Stacey Cerniuk	Robert Molina
Donn Chalmers	Linda Molinari
Padraig Cherry	David Nelson
John Cooke	Ray Parent
Ellen Darakjian	Mary-Jean Payeur
Bruce Douglas	Christine Poulin
Luba Ebert	Terri Rear
Kevin Elliott	Sandip Sarang
Stephen Forrest	Patricia Shtokalko
Lucy Guest	Bill Sinclair
Joan Hambury	Duncan Smith
Margaret Hanson	Jim Tucker
Denise Holleran-Boswell	Gregg Turner
Karim Hirji	Michael Vande Guchte
Patrick King	Barbara Vonas
Julie Lee	Sandra Walker
Bruce Locke	Velvet Warrior
Emmanuel Mahieu	Walter Wawruck
Susan Mair	Valerie Whittaker

OTHER PARTICIPANTS IN THE MEETING

Individuals whose membership status could not be confirmed:

John Elash
Cordelia Goh
Boyd Mason
Ranjan Raja
Rajeev Sharma
Sammy Shenouda



SOCIETY OF PM PROFESSIONALS

Of GREATER VANCOUVER

2004 ANNUAL GENERAL MEETING

NOVEMBER 30, 2004

DRAFT AGENDA

1. Call to Order

- Quorum
- Rules of Order
- Record of meeting
- Adoption of Agenda

2. Adoption of Minutes

That the minutes of the December 3, 2003 meeting be adopted as reported in the seminar binder of November 30, 2004.

3. Reports of Officers

- President's Report
- Secretary and Treasurer's Report
- Registrar's Report

4. Election of Officers

Nominations and ballots as needed for the positions of:

- President
- Secretary and Treasurer
- Registrar

5. Dates of Future Meetings

Next professional Development Seminars:

- That the Officers be authorized to organize and conduct a program of Professional Development Seminars during the year 2005, comparable to the program that has been conducted in the past, and incorporating the results of the November 30, 2004 program planning workshop.

Attachment II
Society of PM Professionals of Greater Vancouver

Statement of Income and Expenses for 1 Jan 2004 to 24 Nov 2004

<u>Particulars</u>	<u>Income</u>	<u>Expense</u>	<u>Net</u>	<u>Balance</u>
Bank Balance January 1, 2004			29.21	
Web Hosting			0.00	
Web Hosting			0.00	
Binders in Inventory as of Feb 1			0.00	29.21
February 25 Seminar				
PMP Day	2,970.00		382.83	
Holiday Inn		2,335.75		
Expense - Certificate Frame		37.74		
Expense - Binders		213.68		412.04
April 28 Seminar				
PMP Day	2,805.00		-110.61	
Holiday Inn		2,399.83		
No show payment	310.00			
Expense - Rubber Stamp		25.00		
Expense - Binders		300.78		
Expense - Owed to W. Wawruck		500.00		301.43
June 23 Seminar				
PMP Day	2,530.00		-323.75	
Holiday Inn		2,482.82		
No show payment	0.00			
Expense - Binders & Supplies		370.93		-22.32
September 28 Seminar				
PMP Day	2,585.00		265.02	
Holiday Inn		1,721.42		
Expense - Binders & Supplies		598.56		242.70
November 1 Seminar				
PMP Day	2,750.00		410.91	
Holiday Inn		2,042.39		
No show payment	55.00			
Expense - Web Hosting		75.00		
Expense - Binders		276.70		653.61

Bank Balance Oct 29 statement

2,864.81

Outstanding Fees receivable from no-shows not included in the above

Vern Loewen	April 23 03	\$ 45.00
Linda Dueck	June 25 03	\$ 45.00
Peter Newell	June 25 03	\$ 45.00
Trish Shtokalko	June 25 03	\$ 45.00
Joyce Goodey	Oct 22 03	\$ 60.00
Gabriel Geunette	Dec 3 03	\$ 60.00
Susan Mogan	Dec 3 03	\$ 60.00
		<u>\$ 360.00</u>

Bank Charges

30-Jan	\$ 4.00
28-Feb	\$ 4.00
30-Mar	\$ 10.70
30-Apr	\$ 4.00
30-May	\$ 12.75
30-Jun	\$ 11.25
31-Jul	\$ 4.00
31-Aug	\$ 4.00
30-Sep	\$ 4.00
31-Oct	\$ 10.10
30-Nov	
31-Dec	
Total	\$ 68.80

2004 President's Report

Presented by
Lucy Guest, PMP

2004 PMP Days

Feb 25, 2004– Project Portfolio Management, PM Robert Schulz, PMP, 54 Attendees

April 28, 2004 –Avoiding the Traps, PM Mary-Jean Payeur, PMP, PMP, 51 Attendees

June 23, 2004 - Design/Build in International Projects, PM Sandro Papile, PMP, Deputy PM Lolo Young, PMP and Catering Logistics - Novinder Dhahan, PMP, 52 Attendees

September 28, 2004 - Failed and Challenged Projects, PM Rosemary Prinz, PMP, Deputy PM Joan Hambury, 50 Attendees

November 1, 2004 - Manufacturing: Customization and Standard Product Development / Installations, PM Darren Wager, PMP, Deputy PM Robert Schulz, 48 Attendees

November 30, 2004 - Project Management Practices in Data Networks and Communications, PM Ray Parent PMP, 50 Registered

Honourable mention goes to Gary Murphy, PMP who formalized our seminar registration procedure and communication. Joan Hambury , PMP who also filled the seminar registration manager job for two sessions, and Ray Parent, PMP who has managed both roles for his seminar.

Thanks to all presenters and workshop facilitators – its your contribution that makes this work.

Firsts this year

1. 6 seminars were held – only 4 were originally planned.
2. Created seminars on short notice – 6 weeks total time.
3. Seminar PM running the project remotely
4. Multiple PMs for a single event
5. Adherence to Themes
6. Focus on specific industry sectors
7. Magic show
8. All events sold out
9. Successful event held in the summer with full attendance
10. Standardized procedure for seminar registration

I would also like to acknowledge and thank Robert Molina, PMP for his quietly efficient performance of the Secretary Treasurer role. Special thanks goes to Walter Wawruck, PMP both for his service as Society Registrar, and more importantly, his mentoring, and wisdom, as well as taking on the task of binder production.

Finally, I thank all of you for your enthusiastic support of the Society, and for helping me out this year.