

Meeting Minutes

Subject	PMINAC Annual General Meeting
Date and Time	May 13 th , 2015 6:00pm
Location	ROYAL GLENORA CLUB, 11160 RIVER VALLEY ROAD, EDMONTON, AB

Item No.	Topic	Discussion	Action / Responsible
1	Welcome	Welcome all members. Confirmed that quorum exists. 2015 AGM called to order.	NA
2	Adoption of Agenda	Motion to Approve Agenda.	Motion: Mark Morton Second: David Prenoslo Motion Carried
3	Acceptance of 2014 AGM Minutes	Motion to Approve 2014 AGM Minutes.	Motion: Kshamit Dixit Second: Carla Herbers Motion carried
4	2015/2016 Board Election	Hemant Kumar, President Elect conducted the election. A reminder was given that only Chapter members in good standing were eligible to vote. Brad Janvier made the announcements and conducted the election. Brad Janvier announced positions with no contest and no vote needed. The following individuals are elected to these positions by acclamation: <ul style="list-style-type: none"> • President Elect - Bill Walkhouse • VP Finance - Nitin Dave • VP Certification Support - Bakhtawar Pastakia • VP Membership – Phil Beck • VP Programs - Lorna Lowery • VP Professional Development - Irene MacLean <p>Ballots for VP Marketing and VP Volunteer positions were collected. David Hymanyk,</p>	

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		independent scrutineer counted the ballots.	
5	President's Report	<p>Hemant Kumar, President Elect, presented the President's Report to the members in absence of President Sameer Verma.</p> <p>Strategic Focus for 2014 / 2015</p> <p>1. Enhance PDU Opportunities Enhance quality and variety of PDU, and networking opportunities. Apply some focus to building services for our members outside of Edmonton.</p> <ul style="list-style-type: none"> • Successfully delivered May 11th/12th 2015 Conference. Attracted 9 sponsors, nearly 30 speakers and 460+ conference guests • Major changes this year are: <ul style="list-style-type: none"> • New team (all new volunteers for 2015 Conference) • New venue (Northlands EXPO Centre) • New marketing/branding strategy '<i>Managing with a Fresh Perspective</i>' • Delivered Neal Whitten 2 day seminar. 36 attendees • Planning for another seminar to be delivered on Oct 14, 2015 • Delivered 11 quality events for our members • Golf Tournament. Raised over \$5200 of which \$5000 was donated to Boys and Girls Club of Edmonton <p>2. Leverage Communication Channels Leverage and enhance the internal and external communication channels. Provide additional value and touch points to our membership by incorporating technologies that allow for multimedia content availability of educational content and social networking technology.</p> <ul style="list-style-type: none"> • Launched new more functional website; integrated single sign-on to PMI.org for Chapter website • Created members only forum to exchange ideas • Integrated member survey • Created twitter account: 	

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		<p>@PMI_Nalberta (485 followers)</p> <ul style="list-style-type: none"> • Created LinkedIn account: 493 Followers • 171 non-member followers • Implemented Canadian Anti-Spam Legislation to be compliant <p>3. Enhance Board Performance Enhance board performance that ensure accountability and successful delivery of an array of high value services.</p> <ul style="list-style-type: none"> • Board met for an annual planning workshop in July 2014 and drafted the key Objectives and Key Results (OKRs) • Implemented half yearly Board performance reviews and quarterly Board dashboard reporting • Created a Board sub-committee to review the current Governance framework. GRC committee has met three times so far and will be presenting their final recommendations at the June Board meeting • Bylaw review and revision are completed in draft. Awaiting to present to the Board for final approval • Approved User Account Management Policy. The Elections and Financial Management Policy are to be presented to the Board for approval <p>4. Build Capacity to Execute New Programs Build capacity to execute new programs and service offerings by active recruiting, placement and management of volunteers. Build a robust and sustainable volunteer management program.</p> <ul style="list-style-type: none"> • Proactively recruiting Director and volunteer positions within each portfolio to ensure appropriate capacity for delivery, as well as succession planning • Volunteer recognition event • Proactive tracking of prospective volunteers, and matching them with appropriate roles <p>5. Other Accomplishments</p> <ul style="list-style-type: none"> • 92 new PMPs this year 	

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		<ul style="list-style-type: none"> • Completed two study groups – Fall and Spring. Total of 52 participants • Participated in Region 1 PMI Academic Outreach Program • Successful Project of the Year competition • Mentoring Community of Practice • Created Ambassador Program 	
6	2014/2015 Financial Report	<p>Hemant Kumar Presented Financial Statements for the Year Ending Oct 31, 2014.</p> <p>Hemant noted that the 2012-2013 and 2013-2014 financial statements are still with the auditors for review. As a result, the approval of the audited financial statements will be requested at a special meeting in Fall 2015.</p>	<p>Motion: David Connery Second: Anna Wong Motion carried</p>
7	2015/2016 Board Election announcement	<p>Brad Janvier returned to the room and announced the election results:</p> <p>VP Marketing – Tara Dragon VP Volunteer – Bilal Abukhodair</p>	
8	2015 Annual General Meeting Close	<p>Hemant Kumar closed the AGM by giving thanks to Board Members for their Service in these roles during 2014-2015, and by thanking the Chapter members for their continuous support and commitment to the Chapter.</p> <p>Motion to close 2015 AGM.</p>	<p>Motion: Bilal Abukhodair Motion Carried.</p>
9	Meeting Adjourned	<p>PMINAC 2015 AGM adjourned at 6:57 PM</p>	