

**Minutes of the Annual General Meeting – PMI Vancouver Island Chapter
Thursday, May 26, 2022
Via Zoom, hosted from Victoria BC**

- 1. AGM 2021 Called to Order** at 5:36pm by Zachy Olorunjojon, President
 - Confirmation that the meeting had a quorum of 27 (including more than with board of director members) as of 5:37pm by Lori-Ann Polukoshko, Director of Operations
 - Indigenous Land Acknowledgement presented by Zachy Olorunjojon, President

- 2. Approval of 2022 AGM Agenda**
 - Motion: Lori-Ann Polukoshko, Director of Operations
 - Seconded by: Cara Segger, Communications Director
 - Accepted by the majority

- 3. Approval of 2021 AGM Minutes**
 - Motion: Zachy Olorunjojon, President
 - Seconded: Allan Rudd, Certifications Director
 - Accepted by the majority

- 4. President's Report: 2021/22 Accomplishments**
 - Mandate:
 - Zachy Olorunjojon, President
 - Vacant, President Elect
 - Vacant, Past President
 - Marisa Wu, Treasurer
 - Lori-Ann Polukoshko, Director of Operations
 - Dr. Ashutosh Sharma, Volunteer Director
 - Miriam Fairs, Membership Director
 - H  l  ne Roberge, Outreach Director
 - Cara Segger, Communications Director
 - Flavia Guarnieri, Professional Development Director
 - Sakshi Aneja, IT Director
 - Jeffrey Ma, Up-Island Director
 - Luke Chen, Sponsorship Director

- Shalini Yadav, Programs Director
- Ivan Rincon, Academics Director
- Allan Rudd, Certifications Director
- Treasurer
 - Operating budget for 2021/2022 Fiscal Year approved
- Operations
 - Organized all Board meetings and ensured orderly everyday operations of PMI-VI Chapter
- Communications
 - Continued bi-monthly newsletters
 - Expanded social media presence on Twitter, LinkedIn and Facebook
 - Ensured all events and programs were communicated on time to our general membership
- Outreach
 - Managed corporate and not-for-profit outreach programs for our Chapter with the main focus on the not-for-profit sector.
 - Project Management from the Heart Program for supporting project management for not-for-profit organizations on Vancouver Island. Collaborated with PM Volunteers by providing support for four local not-for-profit projects. Established a local team to reach out to local not-for-profit organizations and offered volunteer support for their projects.
- Programs
 - Virtual Chapter Meetings: Dec 7, 2021 and Jan 5, 2021
- IT
 - Managed website and all IT related operations for PMI-VI Chapter, supported all virtual events and meetings
- Membership
 - Continued the Membership Recognition Program for new Certification Holders and Milestone Members
 - Welcomed all new members and returning chapter members
 - Delivered 2021-2022 Mentorship Program (virtual)
- Volunteers
 - Victor - volunteer recognition program
 - Coordinated volunteers involvement for all portfolios and programs

- Certifications
 - Offered 5 scholarships to deserving students from Vancouver Island universities and colleges
 - Managed transition from locally delivered PMP-Prep certification program to a partnership with the PMI Montreal Chapter virtual program
- Professional Development
 - Professional Development Events: May 12, May 19, May 26 and June 2, 2022
- Academics
 - Offered three formerly existing and initiated one new scholarship of \$1,000 each to post-secondary PM students at the University of Victoria, Royal Roads University, and Camosun College and the new one to Vancouver Island University in Nanaimo
- Sponsorship
 - Continued annual sponsorship with the Gustavson School of Business
- Other Accomplishments
 - Finalist of the PMI Chapter of the Year Award
 - Successful Guest Pass Program - 10+ new members
 - Development of the PMI-VI 2022-2024 Strategic Plan
 - ProjectBites access for all PMI-VI members
 - Highest Member Retention in 3 years
- 2021 Scholarship Fund
 - Royal Roads University - \$1,000 awarded
 - University of Victoria, Gustavson School of Business - \$1,000 awarded
 - Camosun College - \$1,000 awarded
 - Vancouver Island University - \$1,000 awarded

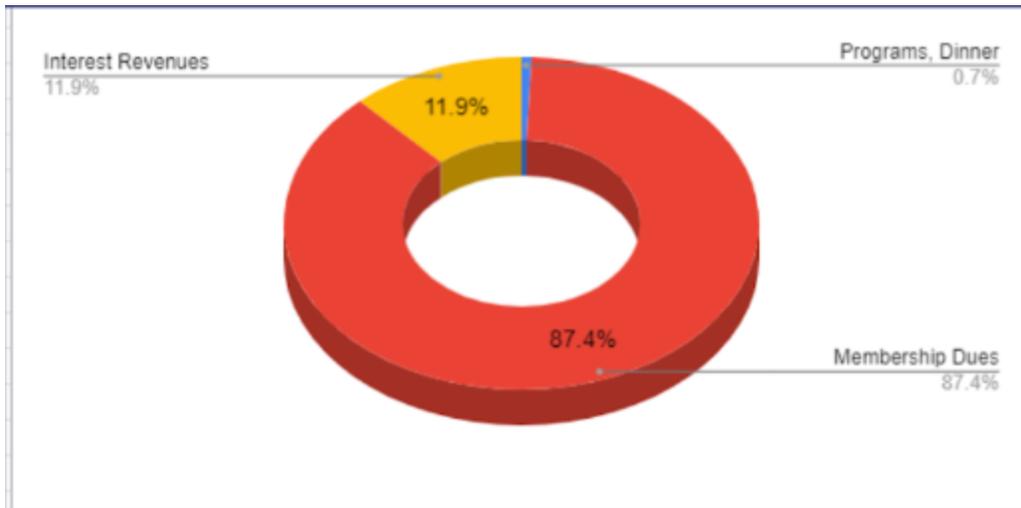
5. Treasurer's Report: Balance Sheet and Financial Statements

- TOTAL REVENUE: **\$27,442**

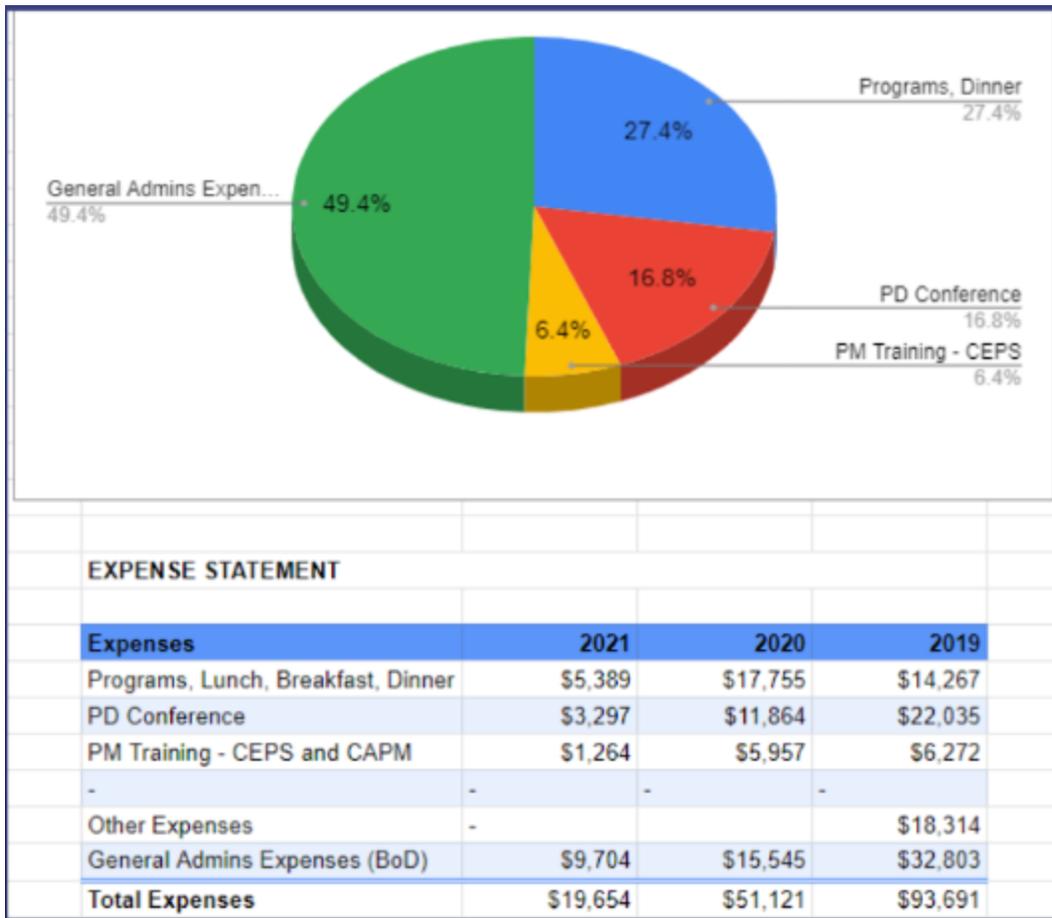
as of December 2021

BALANCE SHEET & INCOME STATEMENT

	2021	2020
Balance Sheet		
Assets	\$190,276	\$182,318
Liability	\$4,167	\$3,998
Equity	\$186,109	\$178,320
Income Statement		
Revenues	\$27,442	\$61,265
Expenses	\$19,653	\$51,121
Net Income	\$7,789	\$10,144



REVENUE STATEMENT				
Revenues	2021	2020	2019	
Programs, Lunch, Breakfast, Dinner	\$185	\$5,800	\$10,439	
PD Events / Region 1 Conference	-	-	\$12,647	
PM Training - CEPS and CAPM	-	\$25,325	\$17,399	
Membership Dues & Fees	\$23,991	\$23,198	\$31,636	
Other Functions and Social Events	-	\$1,795	-	
Interest Revenues	\$3,266	\$5,146	\$3,337	
Total Revenues	\$27,442	\$61,265	\$75,458	



- Accept the 2021 Chapter Financial Statements
 - Motion: Zachy Olorunjojon, President
 - Seconded: Lori-Ann Polukoshko, Director of Operations
 - Accepted by the majority
- Waive to audit
 - Motion to waive: Zachy Olorunjojon, President
 - Seconded by: Hélène Roberge, Outreach Director
 - Accepted by the majority

6. Board of Directors Elections 2022/2023

- All information about the voting was sent to Members via email
- Voting polls closed May 23, 2022

a. Available Positions:

- Executive Positions
 - Treasurer: 1 year
 - President Elect: 3 years - 1 year with a commitment to follow on to President and Past President
 - Director of Operations: 1 year
- Director Positions
 - All are 2 year terms: IT, Memberships, Up-Island, Sponsorship, Certifications

b. Announcing the 2022/2023 PMI-VI Board Election Results

- Executive Positions
 - President: Amber Mc Millan
 - Past President: Zachy Olorunjojon
 - President Elect: Monique Sekhon
 - Treasurer: Jaz Grenier
 - Director of Operations: Lori-Ann Polukoshko
- Directors
 - Jeffrey Ma, Up-Island Director
 - Allan Rudd, Certifications Director
 - Sakshi Aneja, IT Director
 - Shalini Yadav, Programs Director
 - Jessica Lewis, Communications Director
 - H  l  ne Roberge, Outreach Director
 - Flavia Guarnieri, Professional Development Director
 - Dr. Ashutosh Sharma, Volunteers Director
 - Luke Chen, Scholarship Director
 - Victor Igeria, Academics Director
 - Miriam Fairs, Membership Director

c. Approval of the 2022/2023 PMI-VI Board Elections

- Motion: Zachy Olorunjojon
- Seconded: Cara Segger, Communications Director

- Accepted by the majority

7. Adjournment of the 2022 PMI-VI AGM (6:00 pm)

- Motion: Zachy Olorunjojon
- Seconded: Allan Rudd, Certifications Director
- Accepted by the majority

– End of Minutes –