

Minutes of the Annual General Meeting – PMI Vancouver Island Chapter
Wednesday, May 30, 2018
Union Club, Victoria BC

1. **AGM 2018 Called to Order** at 7:00 pm by Kristen McKeracher, Director
 - Confirmation that the meeting had a quorum
2. **Approval of 2018 AGM Agenda**
 - Motion: Cindy Wass-Thomas
 - Seconded by: Kara Seger
 - Accepted by the majority
3. **Approval of 2017 AGM Minutes**
 - Motion: Jacinthe Grenier
 - Seconded: Kristen McKeracher
 - Accepted by the majority
4. **President's Report**
 - a. **Accomplishments 2017/18**
 - Mandate:
 - Manji Sekhon, President
 - Adrienne Forest, Past President
 - Amber McMillan, Vice President
 - Jaz Grenier, Treasurer
 - Amanda Scarbro, Secretary
 - Liam McKeracher, Certification Director
 - Luke Chen, Membership Director
 - Kristen McKeracher, Communications Director
 - Luke Chen, Membership Director
 - Slav Grygierowski, Outreach Director
 - Zachy Olorunjojon, Professional Development Director
 - Geovany Trejos, Programs Director
 - Cindy Wass-Thomas, Volunteers Director
 - Linda Hiemstra, Up-island Director
 - Financials
 - Changes to calendar year
 - Operating budget for 2017/18 approved
 - Communications
 - Continued newsletter
 - Developed a social media strategy
 - Outreach
 - Presented to university events
 - PMIEF Liaison - outreach to youth promoting project management

- Programs
 - 5 Chapter Dinner Meetings
- Membership
 - Increased by 130 members since 2016; notification of nomination of Chapter of the Year
 - Implementation of the Membership Recognition Program
- Volunteers
 - Over 40 volunteers at 15 events
- Certification
 - Two CEPS sessions with high satisfaction rate
 - Offered 5 CEPS scholarships to deserving non-profit leaders and students
- Professional Development
 - Professional Development Conference (30 May - 1 Apr, 2018)
- Other Accomplishments
 - Joined Union Club to have a regular facility; Reed Pope facility for monthly Board Meetings
 - Engaged with Whitehorse, YT
 - 684 members (as of May 24, 2018)
- Scholarship Fund 2017/18
 - Royal Roads University (RRU) = \$1000
 - University of Victoria (UVic) = 1000
 - Camosun College = \$1000

b. Recognition and Awards 2017/18

- Board of Directors
 - Manji Sekhon, President
 - Adrienne Forest, Past President
 - Amber McMillan, Vice President
 - Jaz Grenier, Treasurer
 - Amanda Scarbro, Secretary
 - Liam McKeracher, Director
 - Kristen McKeracher, Director
 - Luke Chen, Director
 - Slav Grygierowski, Director
 - Zachy Olorunjojon, Director
 - Geovany Trejos, Director
 - Cindy Wass-Thomas, Director

5. Treasurer’s Report

a. Balance Sheet

Balance sheet = started same place as ending

- **Approval of 2018/19 Financial Statements**

- \$120K is for the scholarship fund
- Approval of Financial Statements

- Motion: Ivan Rincon
- Seconded: Margaret Grygierowski
- Accepted by the majority
- Waive to audit
 - Motion to waive: Amber McMillan
 - Seconded by: Susan King
 - Accepted by the majority

6. Board of Directors Elections 2018/19

a. Available Positions:

- Executive:
 - Treasurer
 - President Elect
 - Secretary
- 4 Director Positions
 - Certification: Susan King
 - Outreach: Slav Grygierowski
 - Sponsorship: Naveen Hebbale
 - Up-island: Linda Hiemstra

Motion to accept by Acclamation:

- Motion: Patricia Kroll
- Seconded by: Kara Seger
- Accepted by the majority

b. Board of Directors 2018/19

- Amber McMillan, President
- Manji Sekhon, Past President
- Amber McMillan, Vice President
- Jas Grenier, Treasurer
- Amanda Scarbro, Secretary
- Liam McKeracher, Director
- Kristen McKeracher, Director
- Luke Chen, Director
- Slav Grygierowski, Director
- Zachy Olorunjojon, Director
- Geovany Trejos, Director
- Cindy Wass-Thomas, Director
- Susan King, Director
- Naveen Hebbale, Director
- Linda Heimstra, Director

c. Thanks to outgoing Board of Director members

7. Adjournment (7:27pm)

- Motion: Jacinthe Grenier
- Seconded: Margaret Grygierowski
- Accepted by the majority

– End of Minutes –