

Topic	PMI Manitoba Annual General Meeting
Date	March 3, 2020
Time	12:00 - 1:00 pm
Location	Radisson Hotel Downtown Winnipeg
Facilitator	Christa Ferreira / Michael Hanna
Secretary	Juan Saldivar

#	Item
1.	<p>AGM was called to order at 12:01 pm.</p> <p>Christa, president of the chapter welcomed all attendees to the Annual General Meeting.</p> <p>Mrs. Ferreira reviewed the agenda for the AGM and explained the rules of order that would apply.</p>
2.	<p>Motion to Accept the 2019 AGM minutes</p> <p>Mrs. Ferreira made a correction to the 2019 minutes in point 5 for the nomination of the 2018 Auditor, it should read “2019 Auditor”.</p> <p>A motion was made by Hanif Young to accept the 2019 AGM minutes (as posted on the website and distributed to membership in advance of the meeting). Seconded by Michael Hanna.</p> <p>Mrs. Ferreira requested a show of hands for those in favour – all in favour/no objections. CARRIED.</p>
3.	<p>Ratification of Bylaw Changes</p> <p>Mrs. Ferreira requested a motion to change the Chapter Bylaws based on the new proposed Bylaws available on the website over 30 days prior.</p> <p>A motion was made by Brad Mundy to accept the Bylaw changes. Seconded by Dale Wolaniuk.</p> <p>Mrs. Ferreira requested a show of hands for those in favour – all in favour/no objections. CARRIED.</p>

	<p>Mrs. Ferreira requested a motion to change the Articles of Incorporation to amend the number of directors from 10 to 11, to align with the bylaw changes.</p> <p>A motion was made by Bayne Robertson to accept the Bylaw changes. Seconded by Rafiq Lakhani.</p> <p>Mrs. Ferreira requested a show of hands for those in favour – all in favour/no objections. CARRIED.</p>												
<p>4.</p>	<p>2019 Annual Report</p> <p>Mrs. Ferreira spoke about accomplishments in 2019, including:</p> <ul style="list-style-type: none"> ● The Region 2 meeting. ● The chapter’s 25th anniversary and PMI’s 50th anniversary. ● A special thank you to the Workers Compensation Board for their support with board meeting facilities. <p>Michael Hanna, the incoming President and current VP of Operations shared the following Operational achievements from the past year:</p> <ul style="list-style-type: none"> ● Improvement of chapter’s financial position. ● Bylaw changes and policy review. ● Optimized the sponsorship offering. ● Sponsorship appreciation event. ● Project of the Year. ● Appointed interim Marketing Director. Thank you to Connie Lemoine. ● Explored different hosting options for the website. <p>Mrs. Ferreira shared the Member Services achievements from the past year:</p> <ul style="list-style-type: none"> ● The chapter’s membership is averaging 884. ● Average number of PMPs is 499. ● Recognition of Monthly Program volunteers. ● Developed membership strategies including for next generation project managers. <p>Mrs. Ferreira shares the membership and 2019 financial results.</p> <table data-bbox="365 1795 747 1932"> <thead> <tr> <th></th> <th><u>Budget</u></th> <th><u>Actuals</u></th> </tr> </thead> <tbody> <tr> <td>Revenue</td> <td>\$176,713</td> <td>\$237,930</td> </tr> <tr> <td>Expenses</td> <td>\$173,538</td> <td>\$205,960</td> </tr> <tr> <td>Net Profit</td> <td>\$3,177</td> <td>\$31,970</td> </tr> </tbody> </table>		<u>Budget</u>	<u>Actuals</u>	Revenue	\$176,713	\$237,930	Expenses	\$173,538	\$205,960	Net Profit	\$3,177	\$31,970
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	<p>Mrs. Ferreira presented the auditor John Popowich from Lazer Grant to discuss the financials in detail.</p>
5.	<p>2019 Financial Auditor Presentation</p> <p>John Popowich, CAFM from Lazer Grant, presented the 2019 Auditor's Report. Mr. Popowich discussed the major highlights of the 2019 financial report:</p> <ul style="list-style-type: none"> ● It was a much-improved year in regard to chapter's finances and the systems. ● The chapter had a surplus of under \$32 thousand. ● Improvements due to the fall conference, R2 meeting, and sponsorship. Operational expenses were reduced as well. ● Assets increased to \$119 thousand, liabilities are down. ● Accumulated surplus is over \$106 thousand. <p>Mr. Popowich took questions from the audience regarding the financial results. No questions were raised.</p>
6.	<p>Ratification of the Board's 2019 Actions</p> <p>A motion was made by Kevin Stewart to ratify the Board of Directors 2019 Actions. Seconded by Hanif Young.</p> <p>Mrs. Ferreira requested a show of hands for those in favour – all in favour / no objections. CARRIED.</p>
7.	<p>Nomination of the 2020 Auditor</p> <p>A motion was made by Jackson Bruno to nominate Lazer Grant as the 2020 Auditor. Seconded by Irene Wagner.</p> <p>Mrs. Ferreira requested a show of hands for those in favour - all in favour / no objections. CARRIED.</p>
8.	<p>Acknowledgment of Outgoing Board of Directors</p> <p>Ms. Ferreira invited Michael Hanna, the incoming President to chair the remainder of the meeting.</p>

Mr. Hanna thanked the following outgoing board members for their contribution to the Chapter:

- Christa Ferreira, 4 years
 - President
- Rafiq Lakhani, 2 years
 - Director, IT
- Karen Cormier, 2 years
 - Director, Monthly Programs
- Connie Lemoine, less than a year (mid-term replacement)
 - Director, Marketing
- Jackson Bruno, 2 years
 - Director, Professional Development

Mr. Hanna presented the new branding and new chapter logo.

Announcement of 2020-2021 Board of Directors (BOD)

Mr. Hanna introduced Ken Molloy, Nominations Committee member for the 2020 Elections.

Mr. Molloy discussed the nominations process. Six positions opened this year:

- Vice President, Operations
- Director, Governance
- Director, IT
- Director, Monthly Programs
- Director, Marketing (mid-term replacement)
- Director, Professional Development

Mr. Molloy informed the membership of the nominated candidates that were confirmed in their position and introduced the 2020-2021 PMI Manitoba Chapter Board of Directors to the membership:

President – Michael Hanna, PEng, PMP

Vice President, Operations – Juan Saldivar, PEng, PMP

Vice President, Member Services – Leanne Edwards, PMP

Director, Governance – Rafael Vitorelli, PMP

	<p>Director, Finance – Jeff Grevstad, PMP (Absent) Director, IT – Hanif Young, PMP Director, Marketing – Charity Lepage, PMP (Absent) Director, Monthly Programs – Vacant Director, Networking Events – Peter Owade, PMP Director, Professional Development – Cassio Reis Director, Membership - Kim Baxter, PMP</p>
9.	<p>Review of 2020 Board Plan</p> <p>Mr. Hanna provided an overview of the Planning and Governance for 2020:</p> <ul style="list-style-type: none"> ● First stretch target is to reach 1000 members. ● Market research will be conducted to understand members’ needs. ● Seeking to improve retention rate by 10%. ● Seeking to appoint a Monthly Programs Director. ● Implementation of KPI and data analyst to improve chapter’s operations. ● Improvements in sponsorship retention by 10%. ● Improvements in communication. ● Build on success of the 2019 financials by improving the financial processes. ● Diversify and invest in volunteers. ● Improve the website functionality. ● Targeting a total of four networking events in the year. ● Complete the brand and logo rebranding. ● Develop a business case for one conference versus two. ● Alignment of the Strategic Plan with PMI Global’s requirements. ● Representation at the Region 2 and LIM meetings.
10.	<p>2020 Budget</p> <p>Mr. Hanna presents the budget for this year.</p> <p>Financials:</p> <ul style="list-style-type: none"> ● Revenue: \$196,405 ● Expenses: \$195,091 ● Profit/Loss: \$ 1,314
11.	<p>Open Floor</p> <p>Mr. Hanna opened the floor to additional questions. No questions were raised.</p>
12.	<p>Motion to Adjourn</p>

	<p>A motion was made by Christa Ferreira to adjourn the meeting at 12:55 PM. Juan Saldivar seconds.</p> <p>Mr. Hanna requested a show of hands for those in favour - all in favour / no objections. CARRIED.</p>
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