

## (February 2022) PMI CWCC AGM Minutes

**Date:** February 16, 2022  
**Time:** From: 6:00 to 7:30 PM  
**Location:** Teams Meeting Online  
**Chaired by:** Mehran Jamshidi, PMI CWCC Chair  
**Minutes taken by:** Andrzej Nawrocki, PMI CWCC Secretary

### Minutes

Item	Description	Owner
1	<p><b>Confirmation of Quorum and Call to Order</b></p> <ul style="list-style-type: none"> <li>Gina thanked PMI CWCC sponsors UBC Sauder School of Business and Microsoft.</li> <li>Mehran acknowledged that the AGM meeting is taking place on of the traditional territories of three Local First Nations: <b>The Musqueam, Squamish, and Tseil-Waututh.</b></li> <li>There were 57 PMI CWCC members (in a good standing) present at the time of the Call to Order.</li> <li>The Quorum was confirmed by the Secretary.</li> <li>The AGM was called to order at 6:02 PM by the Chair.</li> </ul>	Mehran J. Andrzej N.
2	<p><b>Acceptance of the 2021 AGM Agenda</b>  <i>Motion to accept the 2021 AGM Agenda</i>  <b>Move: Afroza Lucky</b>  <b>Second: Saad Abdelkader</b>            Total Votes: 59 In Favour: 59 Oppose: 0 Abstain: 0            Motion carried</p>	Mehran J.
3	<p><b>Acceptance of the 2020 AGM Minutes</b>  <i>Motion to accept the 2012 AGM Minutes</i>  <b>Move: Douglas Dejon</b>  <b>Second: Harangad Bhalla</b>            Total Votes: 60 In Favour: 60 Oppose: 0 Abstain: 0            Motion carried</p>	Mehran J.
4	<p><b>Introduction of the 2021 PMI CWCC Board</b>            The names of current Board of Directors:  <b>Mehran Jamshidi</b> – Chair, ends his term today,  <b>Gina YJ Lee</b> – Board Director, Education, ends her term today,  <b>Peyman Abedi-Rad</b> – Treasurer, ends his term today,  <b>Afroza Lucky</b> – Board Director, continues her term,</p>	Mehran J.

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	<p><b>Andrzej Nawrocki</b> – Secretary, nominated for the 2022 Board,  <b>Edward Hung</b> – Board Director, ends his term today,  <b>Rosmary Conte</b> – Board Director, continues her term,  <b>Bhavik Patel</b> – Board Director, ends his term today,  <b>Neil Kelly</b> – Board Director, continues his term.</p>	
5	<p><b>Distinguished volunteers</b>  Mehran introduced 8 distinguished volunteers and briefly described their accomplishments throughout the year.  The following volunteers have been named as distinguished volunteers for their contributions and dedication to the chapter during 2021:  <b>Nick Anand</b> – Director, Education,  <b>Azin Atashi</b> – Director, Process Improvements,  <b>Raj Parswana</b> – Director, Website,  <b>Nalini Vadivelan</b> – PMWest Conference Chair,  <b>Charles Chen</b> – Director, Technology and Operations,  <b>Harvey Mahdizadeh</b> – Technology and Operations Manager,  <b>Omatseyin Akporiaye</b> – Website Content Manager  <b>Wavel Liu</b> – Volunteers and Engagement Lead.</p>	Mehran J.
6	<p><b>2021 PMI CWCC Annual Report</b>  The Chair described the highlights of the PMI CWCC achievements in 2021.  The Education team had the first successful year of ATP partnership with PMI Montreal and delivered 6 PMP, 2 DA and 1 Risk Management courses on line.  The Marketing team provided support for the virtual conference and social media and improved eBlast content editing process.  The Membership team delivered over 20 in person and virtual live events that were attended by over 600 guests.  The chapter membership decreased by 8% comparing to 2020.  The first virtual PMWest Conference was a success. The conference had over 250 attendances and over 30 speakers.  The Operations team provided a technical support for the PMWest conference and virtual events and also provided training to speakers, instructors and volunteers.</p>	Mehran J.

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	The Volunteers team organized the November Volunteer appreciation dinner.	
<b>7</b>	<p><b>2021 Financials and 2022 Budget</b></p> <p>The Treasurer presented 2021 PMI CWCC Financial statements and compared them with the budget for 2021. The 2021 fiscal year ended with about \$36,500 surplus.</p> <p>The chapter has a healthy balance sheet with the equivalent of about 83 months of reserve assuming a \$40,000 annual deficit. This is well over the recommended PMI benchmark of 12 months.</p> <p>The 2022 budget projects about \$147,000 in revenue and about \$153,000 in expenses.</p> <p>However, it is anticipated that both revenue and expenses projections will be revised during 2022. It is expected that some of COVID-19 pandemic restrictions are going to be removed and face-to-face events will be permitted.</p> <p><i>Motion to accept the 2021 Financial Actuals and 2022 Budget</i></p> <p><b>Move: Peyman Abedi-Rad</b></p> <p><b>Second: Beatrice Gill</b></p> <p>Total Votes: 66    In Favour: 66    Oppose: 0    Abstain: 0</p> <p><b>Motion carried</b></p>	Peyman A.
<b>8</b>	<p><b>Election of 2022 Board Directors</b></p> <p>Gina YJ Lee, Chairman of the Nomination Committee explained the nomination process. The committee received applications from 20 candidates, and initially 9 candidates have been shortlisted. Later 3 of the candidates withdrew and only 6 candidates remained. The Board made a decision to reduce a number of available positions for an election of 2022 Board of Directors from 6 to 4.</p> <p>Here is the list of PMI CWCC members who have been nominated for 2022 Board elections (in an alphabetical order):</p> <p>Andrzej Nawrocki, Alain Arostique, Debora Aragao, Saad Abdelkader, Saeid Kazemi and Yasser Mourad.</p> <p>The Chair explained an electronic voting process.</p>	Mehran J. Gina L.
<b>9</b>	<p><b>Election Preliminary Results</b></p> <p>The preliminary results of voting were presented on the screen.</p> <p>There were 53 votes cast during an electronic election.</p>	Charles C.

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	<p>The votes were validated after the AGM was adjourned. There were 45 valid votes.</p> <p>The official results of the election:            Debora Aragao (42 votes), Alain Arostique (37 votes), Andrzej Nawrocki (32 votes), Yasser Mourad (27 votes), Saad Abdelkader (16 votes) and Saeid Kazemi (26 votes).</p> <p>The following persons were elected as 2022 Board of Directors:  <b>Debora Aragao, Alain Arostique, Andrzej Nawrocki and Yasser Mourad,</b></p>	
10	<p><b>Adjourn of the meeting</b>  <i>Motion to adjourn the 2021 AGM</i>  <b>Move: Angela Hunter</b>  <b>Second: Sia Ghaem</b>            Total Votes: In Favour: 51 Oppose: 0 Abstain: 0  <b>Motion carried</b>            Meeting adjourned at 7:04 PM.</p>	Mehran J.