BoD Mtg - CWC Chapter PMI

Date: **September 29, 2008**

Time: **ARRIVE@5** greet & eat **BIZ@5:30**

Place: **VanCity**, #300 - 369 Terminal Avenue **(Vijay 340 4962 or Iain 729 0411) Just 5 minutes walk from Main Street station towards east**

BoD: Iain Palmer, Cynthia Caine, Krishna Kumar, Dale Laarz, Clement Ma, Abelardo Mayoral-Fierros, Vijay Ranganathan, Amin Tabatabayi, Zdenko Erceg, Tom Munro, Joanne Charlton, Rich Brodowski, Andrew Coates, Brian Mullen, Alex Hamer (for Membership)

GUESTS: Mona Mok

5:30 - Agenda

5:30 - Action Items Outstanding

DATE	ACTIONS	WHO	DUE	STATUS
Jan 28	Create job description for VP@L - Marketing	Iain Palmer	Feb 25	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Administration Portfolio	Cynthia Caine	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Communications Portfolio	Tom Munro	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Education Portfolio	Krishna Kumar	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for PD Portfolio	Dale Laarz	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Finance Portfolio	Vijay Ranganathan	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Membership Portfolio	Clement Ma	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Programs Portfolio	Amin Tabatabayi	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Career Fair Portfolio	Brian Mullen	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Publicity Portfolio	Zdenko Erceg	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for Volunteers Portfolio	Abelardo Mayoral-Fierros	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT 2009 business plan and budget for top level Governance Team	Iain Palmer	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT annual report for Administration Portfolio	Cynthia Caine	Sep 29 08	Open
Sep 8 08	Prepare DRAFT annual report for Communications Portfolio	Tom Munro	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT annual report for Education Portfolio	Krishna Kumar	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT annual report for PD Portfolio	Dale Laarz	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT annual report for Finance Portfolio	Vijay Ranganathan	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT annual report for Membership Portfolio	Clement Ma	Sep 29 08	Closed
Sep 8 08	Prepare DRAFT annual report for Programs Portfolio	Amin Tabatabayi	Sep 29 08	Open
Sep 8 08	Prepare DRAFT annual report for Career Fair Portfolio	Brian Mullen	Sep 29 08	Open
Sep 8 08	Prepare DRAFT annual report for Publicity Portfolio	Zdenko Erceg	Sep 29 08	Open
Sep 8 08	Prepare DRAFT annual report for Volunteers Portfolio	Abelardo Mayoral-Fierros	Sep 29 08	Open
Sep 8 08	Prepare DRAFT annual report for top level Governance Team	Iain Palmer	Sep 29 08	Open
Sep 8 08	Report back to Board on document requirements per constitution regarding timing for Annual Report, budget, AGMs, and EGMs.	Iain Palmer	Sep 22 08	Closed
Sep 8 08	Prepare "Call for Nominations" to go into October newsletter	Abelardo Mayoral-Fierros	Sep 29 08	Open

5:35 - Finance

Review and accept YTD Financials

Motion to approve Monthly Financial Statement - Approved

5:40	- Other
	Nina Mok - Demonstration of Thoughtfarmer - Board has access to Demo for a few months
	Vijay - Review and finalize business plan and budget - there will be quarterly reviews of forecasts and budgets
	Alex - Membership survey in mid-October
	Iain - Discussion of need for Executive Director
	Iain - Review and finalize EGM bylaw changes
	Dale - Brochure to be developed for Membership promotion mailout
	Iain - Denver - what we can expect to bring back
	Iain - Review of activities in Chapter and who is responsible
	Joanne - New Newsletter Editor starting Novmember: Brent Baldwinson - Request for Volunteer Job Descriptions
	Rich - Contract has been signed with Workopolis
	Zdenko - Update on Project World conference in October
	Iain - Ambassadors Program discussion

DATE	MOTIONS	1st	2nd	Status
Sept.29	The Board of Directors has reviewed and approved the August Financial Statements	Cynthia Caine	Vijay Ranganathan	Carried
Sept. 29	To create a position of ED as an outsourced position	Iain Palmer	Vijay Ranganathan	Carried
Sept. 29	To accept the agreement of mutual sponsorship with ProjectWorld for the 2008 4-day event in October Recorded abstentions: Rich Brodowski, Zdenko Erceg, and Tom Munro	Iain Palmer	Dale Laarz	Defeated