BoD Mtg - CWC Chapter PMI

Date: **March 31, 2008**

Time: **ARRIVE@5** greet & eat **BIZ@6**

Place: **VanCity Board Room**, 183 Terminal Avenue, Vancouver (Vijay 340 4962 or Iain 729 0411)

BoD: **Iain Palmer, Cynthia Caine, Brian Barsalou, Clement Ma, Angie Smith, Krishna Kumar, Dale Laarz, Abelardo Mayoral-Fierros, Vijay Ranganathan, Amin Tabatabayi, Andrew Coates, Tony Tsang, Alex Hamer, Joanne Charlton**

GUESTS:

6:00 - Agenda --- Any other Agenda Items

6:05 - Actions

DATE	ACTIONS	WHO	DUE	CLOSED
Jan 28	To place all Chapter governance material (C&B versions, Policy, Procedure, Guidelines, Job Descriptions etc) into ..:: Chapter » Governance ::.. In both PDF (unalterable) and DOC/XLS formats.	All	Ongoing	
Jan 28	Put C&Bs on Board Meeting agenda	Iain Palmer	Feb 25	Closed
Jan 28	Reconcile latest database with the "Who We Are"	Abelardo Mayoral-Fierros	Feb 25	Closed
Jan 28	Determine a VP@Large - Shared Services	Iain Palmer	Feb 25	Open
Jan 28	Send Iain and Cynthia the VP Marketing and Publicity descriptions	Abelardo Mayoral-Fierros	Feb 4	Open
Jan 28	Create job description for VP@L - Marketing	Iain Palmer	Feb 25	Open
Jan 28	Reinstitute monthly membership report	Clement Ma	Feb 25	Closed
Feb 25	Provide the BoD with a "Fall Fair" update detailing things like; team members, project plan, timelines and milestones etc	Amin Tabatabayi	Mar 31	Closed
Feb 25	Schedule a Q2 PMP Prep Course and contact waitlisted individuals (and other inquiries) to facilitate a full course	Krishna Kumar	Mar 31	Closed
Feb 25	Engage the services of an Auditor to complete a 2007 Chapter Audit.	Cynthia Caine	Mar 31	Closed
Jan 28	Change education listings to ensure all conform to the Free of Charge Listings	Krishna Kumar	Feb 25	Closed

6:10 - Finance

6:20 - Other

DATE	MOTIONS	1st	2nd	Status
Mar 31	The Board of Directors has reviewed and approved the Feb Financial Statement	Angie Smith	Amin Tabatabayi	Carried

DATE	CURRENT ACTIONS	WHO	DUE	Status
Mar 31	Membership will create and populate (monthly) three new pages on the website (with Communications approval), these being New Members, New PMP's and ReNewed Members. Once done the URL will be supplied to the editor for inclusion (recognition) inthe newsletter.	Clement Ma	Apr 28	Open

9:30 - Meeting End