BoD Mtg - CWC Chapter PMI

Date: **June 23, 2008**

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

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

BoD: Iain Palmer, Cynthia Caine, Krishna Kumar, Dale Laarz,Clement Ma, Abelardo Mayoral-Fierros, Vijay Ranganathan, Angie Smith, Amin Tabatabayi, Zdenko Erceg, Joanne Charlton, Rich Brodowski, Andrew Coates, Brian Mullen, Andrzej Nawrocki (Professional Development), Alex Hamer (Membership) Sachie Morii (Education),

GUESTS: Marko Wolf-Pany

5:30 - Agenda --- Any other Agenda Items

5:30 - Actions

DATE	ACTIONS	WHO	DUE	CLOSED
Jan 28	Send Iain and Cynthia the VP Marketing and Publicity descriptions	Abelardo Mayoral-Fierros	Feb 4	Closed
Jan 28	Create job description for VP@L - Marketing	Iain Palmer	Feb 25	Open
Jan 28	Determine a VP@Large - Shared Services	Iain Palmer	Feb 25	Closed
Apr 28	Report on 3-month pilot project whereby Education portfolio has a $500 petty cash fund.	Vijay Ranganathan	July BoD Mtg	Open
May 26	Find replacement for Gordon Devlin in the Career Fair Committee - Gordon will assist replacement in getting up to speed	Abelardo Mayoral-Fierros	asap	Closed
May 26	Discuss invoicing process with Karen Kuipers	Vijay Ranganathan	asap	Closed
May 26	Upload Career Fair page from Karen Kuipers and add sponsors' names and logos	Amin Tabatabayi	asap	Ongoing
May 26	Separate Career Fair sponsorship from Chapter sponsorship on website	Angie Smith	asap	Closed
May 26	List of membership companies to Karen Kuipers	Clement Ma	asap	Closed
May 26	Find $5k for advance to Career Fair - done			Closed
May 26	Contact Andrew Coates re rates for sporg etc.	Cynthia Caine	asap	Closed
May 26	Contact Brian Mullen regarding his volunteer needs for the Career Fair	Abelardo Mayoral-Fierros	asap	Closed
May 26	Find a Marketing leader for the Career Fair	Abelardo Mayoral-Fierros	asap	Closed
May 26	Add the clause on the volunteer form, that the volunteer agrees that their name may be published.	Abelardo Mayoral-Fierros	asap	Closed

6:00 - Finance

Review and accept YTD Financials

Motion to approve Monthly Financial Statement
Audit update - one meeting has been held and the audit is progressing.

6:10 - Other

Sachie - The second Exam Prep course of the year went well and registration is now open for the third course which starts in September
Alex - Membership is at 1368 with 777 PMPs
Sasha - RFPs have been issued and responded to for moving the website to a new ISP. Vendor selection will take place this week. Web development is out of scope for this project, and will take place after the website is moved to a new ISP
Abelardo - Jennifer Clarke has been appointed Director of Registration; she will maintain a list of on-call volunteers. Thursday, August 21 is the Annual Volunteer Dinner Boat Cruise in Vancouver Harbour

	Rich - The Career Strategy is progressing well in conjunction with Workopolis, and the Strategy will be presented to the Board for approval at the August Board meeting.			
	Brian - The Career Fair is on schedule; Iain Fraser's attendance (Previous President of PMI International) is causing great excitement, and the online registration and payment (RegOnline) should go live on July 7.			
DATE	**MOTIONS**	**1st**	**2nd**	**Status**
June 23	Ratify President's appointment of Brian Mullen to VP at Large	Cynthia Caine	Vijay Ranganathan	Carried
June 23	The Board of Directors has reviewed and approved the May Financial Statement	Rich Brodowski	Abelardo Mayoral-Fierros	Carried
June 23	To enhance business operations, Adminstration will purchase 3 projectors and one laptop so that Education has 2 projectors and one laptop, and Programs/Professional Development also has 2 projectors and 1 laptop	Cynthia Caine	Andrzej Nawrocki	Carried
8:11	Meeting ended			