BoD Mtg - CWC Chapter PMI

Date: **October 27, 2008**

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

Place: **Electronic Arts - Burnaby - 4330 Sanderson Way - Dale cell 778-389-6519**

BoD: Iain Palmer, ~~Krishna Kumar~~, Dale Laarz, ~~Clement Ma,~~ Abelardo Mayoral-Fierros, ~~Vijay Ranganathan,~~ Amin Tabatabayi, Zdenko Erceg, ~~Tom Munro,~~ Joanne Charlton, Rich Brodowski, ~~Andrew Coates~~

GUESTS: Jennifer Clarke, Gino Morena, Cynthia Caine,

5:30 **- Agenda**

6:30 **- Action Items Outstanding**

DATE	ACTIONS	WHO	DUE	STATUS
Sept 8	Prepare DRAFT annual report for Administration Portfolio	Joanne Charlton	Oct 31 08	Open
Sept 8	Prepare DRAFT annual report for Finance Portfolio	Vijay Ranganathan	Sep 29	Open
Sept 8	Prepare DRAFT annual report for Programs Portfolio	Amin Tabatabayi	Oct 24	Closed
Sept 8	Prepare DRAFT annual report for Career Fair Portfolio	Brian Mullen	Oct 24	Closed
Sept 8	Prepare DRAFT annual report for Publicity Portfolio	Zdenko Erceg	Oct 24	Closed
Sept 8	Prepare DRAFT annual report for Volunteers Portfolio	Abelardo Mayoral-Fierros	Oct 24	Closed
Sept 8	Prepare DRAFT annual report for top level Governance Team	Iain Palmer	Oct 24	Closed
Sept 8	Prepare "Call for Nominations" to go into October newsletter	Abelardo Mayoral-Fierros	Oct 24	Closed
Oct 27	Follow up with Olympic security (RCMP or VISU) re possible CWCC event	Rich Brodowski	Nov 24	Open
Oct 27	Provide contact information for Olympic athlete speaker	Rich Brodowski	Nov 24	Open
Oct 27	Call Alex re adding Amin's 5 – 6 questions to the existing survey	Abelardo Mayoral-Fierros	Nov 24	Open
Oct 27	Call Alex re adding Amin's 5 – 6 questions to the existing survey	Amin Tabatabayi	Nov 24	Open
Oct 27	Ask Marko to establish criteria for venues. Items to consider: cost, services, transportation	Joanne Charlton	Nov 24	Open
Oct 27	Create different publicity tools for each type of sponsorship (newsletter, programs, special events).	Zdenko Erceg	Nov 24	Open
Oct 27	Talk to Transportation Director for VanOc regarding CWCC events.	Zdenko Erceg	Nov 24	Open
Oct 27	Ensure Nominating Committee (Clement, Brian, Stephen) is aware they need to be represented at the November networking event	Iain Palmer	Nov 24	Open
Oct 27	Ensure Nominating Committee is clear that slate for this election consists of six positions per new Bylaws voted in at EGM	Iain Palmer	Nov 24	Open
Oct 27	Provide Cynthia with options / contact info for Strategic Planning facilitator	Rich Brodowski	Nov 24	Open
Oct 27	Discuss proposed wording for BIV ads with Alex	Cynthia Caine	Nov 24	Open
Oct 27	Provide Cynthia with a list of alternate publications in which to advertise	Dale Laarz	Nov 24	Open
Oct 27	Change volunteer form to indicate agreement to publishing name in any Chapter publication	Abelardo Mayoral-Fierros	Nov 24	Open
Oct 27	Ask Marko to create a policy to manage communications on behalf of the Chapter	Joanne Charlton	Nov 24	Open
8:30	Meeting ended			