

Board of Directors Meeting - Canadian West Coast Chapter PMI

	Attachments: Cheque Requisition Template (effective immediately), Financial Statements (May and June), Draft Financial Procedures (to be discussed in August)			
Date:	July 22, 2009			
Time:	5:00 pm to 9:00 pm - Food at 5, Meeting starts at 5:30			
Place:	Vancouver Public Library, Lower Level, Peter Kaye Room			
BoD:	Iain Palmer, Abelardo Mayoral, Alex Hamer, Brian Barsalou , Dale Laarz , Gino Morena, Joanne Charlton, Krishna Kumar, Rafah Tello, Rich Brodowski, Tom Munro , Vijay Ranganathan , Zdenko Erceg, Clement Ma, Harry Gill , Cynthia Caine			
Absent:	Brian Barsalou, Dale Laarz, Vijay Ranganathan, Tom Munro, Harry Gill			
Guests:	Inga Stefanova (OPM3 presentation) Jeff McKay, Andrzej Nawrocki			
5:30	Meeting called to order - Inga Stefanova presentation			
	Action Items			
Date		WHO	DUE	STATUS
April 22	Publicity Portfolio will develop a single policy based on existing policies and propose recommendations to the Board.	Zdenko Erceg	June 10	Open
May 27	Prepare forecasted revenue / expenditure for Portfolio, update GL accounts list, and forward to Abelardo.	All Board Members	June 14 Aug 14	Open
May 27	Submit outstanding cheque requisitions	All Board Members	June 3	Closed
May 27	Provide comments of Financial Procedures v2 to Abelardo.	All Board Members	June 14	Closed
May 27	Define volunteer discount program benefits, and issue to Board of Directors for electronic approval	Gino Morena	June 14	Closed
May 27	Provide report on Outreach activities and plans at next Board of Directors meeting	Zdenko Erceg	June 14	Closed
22-Jul	Review financial procedures document, and provide comments to Abelardo	All Board Members	26-Aug-09	Open
22-Jul	propose a policy for volunteering on multiple Portfolios	Gino Morena	26-Aug-09	Open
5:50	Chapter Business			
Alex	Membership update (5 mins)			
Abelardo	Template, Financial Procedures v2, Financial update, and Motions (30 mins)			
	<u>Check Point 1</u> – Draft plan integration: July 29 – 6:00PM at Electronic Arts Burnaby - <u>Joanne requires your schedules for event planning to go in calendar July 22</u> <u>Check Point 2</u> – Formalize Draft Plans. Secure scheduled: Sept 10 – 6:00PM at Electronic Arts Burnaby <u>Check Point 3</u> – Final Review, schedules confirmed, speakers and events blocked; ready for publication: Oct 15– 6:00PM at Electronic Arts Burnaby			
Andrzej	Professional Development update (5 mins)			
Gino	Monthly Hours Donated (June) - 5 mins Volunteers Portfolio CRM Update - 10 mins Volunteer Benefit Program - 15 mins Volunteer Annual Recognition Event - 5 mins Leadership Development Program Update - 10 mins			

Jeff	Programs update (5 mins)			
Krishna	Education update RMP and PMP (10 mins)			
Rich	Careers update - Workopolis & Oomph! (10 mins)			
Tom	Communications update (5 mins)			
Zdenko	Outreach update (10 mins)			
Cynthia	Webpage : Home-->Vol Documents and Home-->BoD Documents (5 mins)			
Cynthia	Newsletter changes (5 mins)			
Cynthia	Certificates of Insurance, document control (10 mins)			
Iain	Promotional ideas for Programs (5 mins)			
Iain	Volunteers - in multiple portfolios! (10 mins)			
Iain	30th Anniversary, Jim Snyder (5 mins)			
Motions		Mover	Seconder	Status
July 22	The Board of Directors has reviewed and approved the May Financial Statements	Abelardo Mayoral-Fierros	Gino Morena	Carried
July 22	The Board of Directors has reviewed and approved the June Financial Statements	Abelardo Mayoral-Fierros	Gino Morena	Carried
July 22	Motion to Adjourn	Abelardo Mayoral-Fierros	Alex Hamer	Carried
July 22				
20:55	Meeting adjourned			