

Board of Directors Meeting - Canadian West Coast Chapter PMI

Date:	February 18, 2008			
Time:	6:00 pm to 9:00 pm			
Place:	Wall Centre - 4th Floor - Port Hardy Board Room			
BoD:	Iain Palmer, Abelardo Mayoral-Fierros, Alex Hamer, Brian Barsaleu, Dale Laarz, Gino Morena, Joanne Charlton, Krishna Kumar, Rafah Tello, Rich Brodowski, Tom Munro, Vijay Ranganathan, Zdenko Erceg. Clement Ma, Harry Gill, Cynthia Caine			
GUESTS:	John Wang for Tom Munro			
18:09	Meeting called to order.			
Agenda				
Action Items				
Date		WHO	DUE	STATUS
Jan.18	Each VP will send 2 Org charts to Iain by January 31 - discussed at March Board meeting	All Elected Board Members	Jan. 31	Open
Jan.18	Each VP will complete and forward CMM document to Zdenko by February 16	All Elected Board Members	Feb. 16	Open
Feb.18	Service Portfolios and Publicity to review existing policies and propose recommendations to the Board.	Krishna Kumar	Mar. 16	Open
Feb.18	Provide feedback on any documents that should be added to OnBoarding Manuals.	All Board Members	Feb.25	Open
Feb.18	Service Portfolios (except Education) plus Membership and Volunteers - Advise Publicity of requirements for promotional materials.		Feb. 25	Open
Feb. 18	VPs will forward Volunteer hour forms to Gino 1 week before March board meeting	All Board Members	March 11	Open
Feb.18	Update "Volunteer Calendar" with new Board Meeting dates.	Joanne Charlton	Feb.27	Open

Chapter Business

Iain	Education Policy - discussion
Rafah	Metrics - Programs
Dale	Metrics - Professional Development.
Abelardo	Metrics - Finance.
Alex	Metrics - Membership
Gino	Metrics - Volunteers
A/G/C	Onboarding Manuals - Alex, Gino, Cynthia
Vijay	Cancellation of events after they have been promoted

Gino	1. Monthly hours donated 2. Opportunities posting on the website process 3. Spring Volunteer Orientation Session
Rich	Canadian Project Management Week - Chapter activities
Rich	Annual General Conference
Iain	Org charts -- All
Iain	Audit this year?
Zed	Promotional Items
Joanne	Administration update
All	Ideas for Olympic Presentations
Clement	BCH & APEGBC
Abelardo	Document contract administration process.

Motions		Mover	Seconder	Status
February 18	The Board of Directors has reviewed and approved the December Financial Statements	Abelardo Mayoral-Fierros	Krishna Kumar	Carried
February 18	The Board of Directors has reviewed and approved the January Financial Statements			Tabled
February 18	Events that have been advertised will not be cancelled without Board approval	Vijay Ranganathan	Iain Palmer	Carried
February 18	Board meetings are to be held on evenings other than those when Networking meetings are held	Rafah Tello	Alex Hamer	Carried
February 18	Each portfolio will hold portfolio meetings as they see fit at a time and place of their choosing.	Rafah Tello	Alex Hamer	Carried
February 18	Reverse the previous Board of Directors motion to audit the 2008 Financial statements. ABSTAINED from voting: Rafah Tello	Iain Palmer	Zdenko Erceg	Defeated
February 18	Replace the 2009 Fall Annual Conference with a 2009 Fall Career Fair and a Spring 2010 Annual Conference. Intent is to pursue outsourced management for both events.	Alex Hamer	Rich Brodowski	Carried

21:23	Meeting ADJOURNED
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