

## Board of Directors Meeting - Canadian West Coast Chapter PMI

|                      |   |                           |          |        |
|----------------------|---|---------------------------|----------|--------|
| <b>Documents</b>     | VP Outreach Proposal, , Financial Procedures update, current cheque requisition orange 10 04 12, Financial Report, IS & BS to confirm correct allocation to your portfolio                                  |                           |          |        |
| <b>Date:</b>         | <b>April 19, 2009 - Dinner at 5</b>   |                           |          |        |
| <b>Time:</b>         | <b>5:30 to 9:00 pm</b>  |                           |          |        |
| <b>Place:</b>        | <b>Board Breakout Room - 7th Floor - Vancouver Public Library - Central Branch</b>  |                           |          |        |
| <b>BoD:</b>          | Vijay Ranganathan, Abelardo Mayoral, Alex Hamer, Andrzej Nawrocki, <del>Gino Morena</del> , Krishna Kumar, Rafah Tello, Richard Brodowski, Tom Munro, Zdenko Erceg, Iain Palmer<br>Non-voting Cynthia Caine |                           |          |        |
| <b>Absent:</b>       | Rich Brodowski, Gino Morena, Zdenko Erceg, Tom Munro, Iain Palmer   |                           |          |        |
| <b>Guests:</b>       | John Mah, Simon Tang (Publicity)  |                           |          |        |
| <b>5:30</b>          | <b>Meeting called to order.</b>   |                           |          |        |
| <b>Guest Speaker</b> | John Mah - Mentorship program presentation  |                           |          |        |
| <b>6:00</b>          | <b>Action Items</b>   |                           |          |        |
| Jan. 17              | Portfolio business plan and 2010 monthly forecast changes based on the 3 Pillars to President and President-Elect   | All Elected Board Members | March 22 | Closed |
| Jan. 17              | Krishna and Zed to present the RMP marketing plan to the Board  | Krishna and Zed           | April 19 | Closed |
| Jan. 17              | Andrzej, Rafah, and Rich to develop a draft speaker engagement policy   | Andrzej, Rafah, & Rich    | April 19 | Closed |
| Jan. 17              | Krishna and Zed to present the RMP marketing plan to the Board  | Krishna and Zed           | April 19 | Closed |
| March 15             | Abelardo to develop procurement procedures  | Abelardo Mayoral          | April 12 | Closed |
| April 19             | Rafah to send Speaker Engagement Policy (Programs) to Cynthia for posting in the Home Directory   | Rafah Tello               | April 30 | Open   |
| April 19             | Krishna to send Education Procedures to Cynthia for posting in the Home Directory   | Krishna Kumar             | April 30 | Open   |
| April 19             | Andrzej to develop a Professional Development Business Model - model to be circulated to the Board May 10   | Andrzej Nawrocki          | May 10   | Open   |
| April 19             | Alex to develop version 4 of Financial Procedures - draft v4 to be circulated to the Board May 10   | Alex Hamer                | May 10   | Open   |
| April 19             | Simon to discuss with Zdenko the updating of the Sponsorship page, between April 20 and July 6.   | Simon Tang                | April 23 | Open   |

| April 19  | Krishna to brief the Board after each RMP feedback session - 1st briefing June Board meeting - report to be circulated to the Board June 7  | Krishna Kumar     | June 14     | Open                |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
|---|---|-------------------|-------------|---------------------|---------|--|-------|--------|--------|----------|---|---------------|-------------|---------------------|----------|---|------------|-------------|---------------------|--|--|--|--|--|
| April 19  | Vijay will interact with Zdenko, Alex, and Gino regarding Outreach  | Vijay Ranganathan | May 10      | Open                |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| <b>6:00 Chapter Business</b>  |   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Abelardo  | March Financials  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Abelardo  | Forecast to end of year   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Alex  | Financial Procedures - v3 discussed and v4 for next Board meeting   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Vijay   | Oomph Sponsorship update - July 6, 2010 expiry  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Vijay   | Duty to disclose conflicts of interest by Board members   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Abelardo  | 2010 Conference Update - 60 attendees to date   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Alex  | Membership update - 1726 members, survey to Board next week, focus groups, ambassadors  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Vijay/Alex  | Harrison revisited - Opportunities: sister chapters, careers offering soft skills, giving back  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Vijay   | Outreach position - Board discussion  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Rafah   | Lessons learned in Programs to share with Board   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| Krishna   | Lessons learned in Education to share with Board  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
|   |   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| eBlast info   | <u>Timing is critical</u><br><b>Monday before 9 am to newsletter@pmi.bc.ca to make that week's eblast</b><br>Wednesday editor sends to publisher@pmi.bc.ca<br>Friday night eBlast goes out<br>Exact dates defined in Chapter's calendar |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
|   |   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| <table border="1"> <thead> <tr> <th colspan="2">Motions</th><th>Mover</th><th>Second</th><th>Status</th></tr> </thead> <tbody> <tr> <td>April 19</td><td>The Board of Directors has reviewed and approved the March Financial Statements</td><td>Krishna Kumar</td><td>Rafah Tello</td><td>Carried Unanimously</td></tr> <tr> <td>April 19</td><td>The Board of Directors approves the VP Publicity engaging a sales and marketing professional on a contingency basis to provide sponsorship and advertising services</td><td>Alex Hamer</td><td>Rafah Tello</td><td>Carried Unanimously</td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> |   |                   |             |                     | Motions |  | Mover | Second | Status | April 19 | The Board of Directors has reviewed and approved the March Financial Statements | Krishna Kumar | Rafah Tello | Carried Unanimously | April 19 | The Board of Directors approves the VP Publicity engaging a sales and marketing professional on a contingency basis to provide sponsorship and advertising services | Alex Hamer | Rafah Tello | Carried Unanimously |  |  |  |  |  |
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| April 19  | The Board of Directors approves the VP Publicity engaging a sales and marketing professional on a contingency basis to provide sponsorship and advertising services   | Alex Hamer        | Rafah Tello | Carried Unanimously |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
|   |   |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |
| <b>9:00</b>   | <b>Meeting adjourned</b>  |                   |             |                     |         |  |       |        |        |          |   |               |             |                     |          |   |            |             |                     |  |  |  |  |  |