CWCC Board of Directors Meeting

Date & time:	Feb 23 2011; 5pm dinner, 5:30 meeting
Location:	YWCA downtown, 535 Hornby Street
Voting present:	Alex Hamer, ~~Krishna Kumar, Rafah Tello,~~ Richard Brodowski, Crispin Wye, Ron Manson, Vivian Chi, Chris Chong, Lesley Husband, Suzanne Fontaine
Non-voting present:	Cynthia Caine, ~~Vijay Ranganathan~~
Documents:	AP_Feb BoD.xls, Bk rec-jan-11.pdf, bs-1.xls, gl-jan 11.xls, PMI-FS-2011.xls, Project_Manager_course_presen_16hrs-Feb 14.ppt, Financial Procedures Feb 2011.doc, Financial Procedures Feb 2011 tracked changes.doc, Professional Development Day Charter.docx

5:30	**Action Items**			
Open	Due	Owner	Item	Status
Feb 23	Mar 23	Chris Chong	Confirm PMI BCM name with BC Gov and GOC	Open
Feb 23	Mar 23	All Board Members	Consider how your portfolios might want to participate in the conference (e.g. PMP prep awareness, outreach awareness, PM-V, et cetera)	Open
Nov 24	Dec 31	All Board Members	Complete the planning documentation for all operations and projects (use judgement to determine which things should be included)	Open

6:00	**Agenda**				**Notes**
Priority	Focus	Who	Item	Minutes	
1	Ops	All Board Members	Rountable on activities - 2 min each	20	
2	Finance	Vivian Chi	Financial reports	15	
3	Bus Dev	Cynthia Caine	PM Course presentation	20	• discussed merits of 2 v 5 day course; agreed 2 day was a good start
4	Ops	Vivian Chi	Review of changes to the financial procedures	10	
5	Ops	Alex Hamer	Duties of directors & team norms	10	• board to remember to read duties document
6	Planning	Lesley Husband	PD Day update	15	• rooms confirmed; Rich requested space for Outreach
7	Ops	Cynthia Caine	New PDU categories	10	• officers will need to check hours more closely to support volunteer PDUs
8	Ops	Rich Brodowski	PM-V non-member volunteers	10	
9	Bus Dev	Crispin Wye	Discounts for new PMPs	10	
10	Planning	Rich Brodowski	Chapter rebranding	10	• see action item for Chris above; rebranding will continue pending confirmation from GOC and BC Gov

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11	Planning	Alex Hamer	2012 Leadership	5	• officers who will leave the board next year should start thinking about replacement; also consider candidates for next president
Motions					**Notes**
Date	Moved	Seconded	Motion	Result	
Feb 23	Vivian Chi	Crispin Wye	The board approves the January financial statements	Unanimous	
Feb 23	Vivian Chi	Lesley Husband	The board approves the new version of the Financial Procedures document	Unanimous	
Feb 23	Rich Brodowski	Suzanne Fontaine	The board approves the development of a two-day PM course	Carried	Chris, Ron abstained
Feb 23	Rich Brodowski	Vivian Chi	The board approves the chapter non-member volunteers Krista Johnson and David Lee for PM-Volunteers	Unanimous	
Feb 23	Rich Brodowski	Suzanne Fontaine	In accordance with Article VII, Section 7 of the Chapter Bylaws, the Board restricts access to the Financial Procedures document from the membership in order to ensure financial practices remain confidential.	Unanimous	
Feb 23	Crispin Wye	Lesley Husband	The board approves offering a 50% discount to the next chapter monthly meeting to new PMPs until June 2011	Unanimous	