CWCC Board of Directors Meeting

Date & time:	June 27 2011; 5pm dinner, 5:30 meeting
Location:	Vancouver Public Library main branch
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:	2011 Disbursements, 2011 Forecast, Communicating+Matters+Arising+from+the++2010+Audit_06.27, International+Wire+Transfer+FAQ[1], IWT INFO, strategic planning meeting, PMI BC Mainland Strategic Plan 2012-2015.v2, PMI-FS-2011, bs-6, NOC Initiative -PM as an occupation-July 2011-PMI OVOC -Lily Murariu, Sponsorship PMI ISO Standard

5:30	**Action Items**				**Notes**
Open	Due	Owner	Item	Status	
Mar 23	Jun 22	Alex Hamer	Hire project manager to coordinate name change - Alex to provide update at June Board meeting	Open	I may have found someone; also working on a draft charter (will send to Chris, Suzanne, Rich, Cynthia for comment)
	Sep 30	Suzanne	Create a policy for anyone caught lying - no update, will provide guidance in the fall.	Open	
	Jun 22	Vivian	Find out about how GOC would transfer funds - no update, will provide guidance at the june 22 board meeting	Closed	
May 25	Jun 22	Suzanne	Update on volunteer appreciation event	Closed	
Jul 27	Aug 24	Rafah	Present a proposal for 2012 regarding payment of speakers, either through reimbursement of expenses, honourarium, or a combination of both - to be voted on to enable 2012 speaker recruitment	Open	
Jul 27	Aug 10	Cyntha	Cost our core services in relation to SAS; CSAE best practices for bank reserves	Open	
Jul 27	Aug 10	Vivian	Continue to look into best practices for non profits, and get clarification from auditor regarding reserve requirements	Open	
Jun 22	Jun 28	Vivian	Get Crispin to do the bank reconcilliations	Open	

6:00	**Agenda**				**Notes**
Priority	Focus	Who	Item	Minutes	
1	Ops	All Board Members	Roundtable on activities - 2 min each	20	Alex asked Ron to prioritize email and file hosting above all else
2	Finance	Vivian Chi	Finances update, including audit, wire transfers	20	Audit is complete, Vivian is meeting with them on Aug 7 to discuss.
3	Ops	Crispin Wye	Membership survey and focus group	10	
4	Ops	Suzanne Fontaine	Volunteer appreciation event	15	
5	Planning	Krishna Kumar	Risk management	5	
6	Ops	Alex Hamer	Update on PMI Canada Initiatives	20	Will wait for a proposal on PMI Canada and consider all three funding requests at the August board meeting.
7	Planning	All Board Members	Strategic planning	20	
8	Ops	Alex Hamer	Highrise demonstration	5	
9	Ops	Alex Hamer	Board meeting start time	2	

Motions					**Notes**
Date	Moved	Seconded	Motion	Result	

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Jul 27	Rich Brodowski	Krishna Kumar	The board approves the June financial statements	Unanimous	
Jul 27	Suzanne Fontaine	Rich Brodowski	The board approves an additional $1000 for the volunteer appreciation event, to be drawn from other Volunteer portfolio budget items	Unanimous	