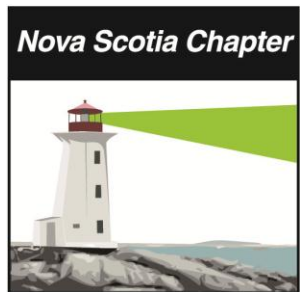


Annual Report 2009

November 25, 2009



Building Professionalism in Project Management™

PMI Nova Scotia Chapter

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Version 6

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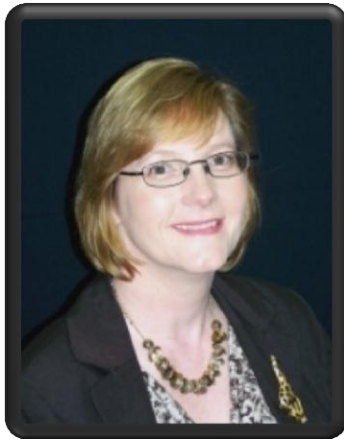
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President's Annual Message



On behalf of the PMI Nova Scotia Chapter Board of Directors, it is my pleasure to present this annual report for 2009 to our Chapter members. 2009 has been a special year for the Chapter.

Social Responsibility

As in the past year, social responsibility was a continued theme for the chapter as we have been very successful at meeting these objectives. Feed Nova Scotia has received donations of food and money totaling just over \$1,100 collected at chapter events this year. Through the Project Management Institute Educational Foundation, we have awarded our first project management scholarship. The scholarship recipient, Andrew McTiernan, is the son of a PMI Nova Scotia member (Wanetta Whitmore). Andrew is studying Chemical Engineering at McGill

University in Montreal.

Events

The 2009 was another full slate year in quality networking, professional development, educational, and social events. For *networking* events, we held 3 dinner meetings, 2 breakfast meetings, and our Volunteer Appreciation night. For *education* events, we held 1 PMF on networking, 3 partnered Professional Development events, 2 workshops around core project management topics with Lean Project Management, and our "Big Event" with Peter de Jager. For *professional development* events, we have held 2 PMP Study Groups. For *social* events, we have held our 2nd Annual Golf Tournament in September and the Holiday Social in December. As with last year, the attendance at our events was our biggest challenge.

We have also tried to work with other professional associations within our area. There was a Joint Professional Development session held with other professional associations such as IIBA, CIPS, CMC, and itSMF. We have also started to have discussions with other professional associations.

We have also collaborated to celebrate "Project Management Week" in the spring with all the Canadian PMI Chapter.

Region 3

Our chapter is included in PMI's Region 3, which includes components from eastern Canada and the north eastern United States. Each year, the leaders (i.e. Board members) from the various chapters within this region, come together to discuss various aspects of component leadership. This was the first year that PMI NS hosted the annual Region 3 Summit, a meeting of component leadership within the Region. The Halifax Region 3 Summit was a huge success, with your leaders showing off their Nova Scotian pride.

Planning

In an effort to continuously improve operations, the Board will evaluate the number and types of events (i.e. professional development, educational and/or networking) being delivered to identify what further changes/improvements need to be made. As in previous years, we depend on your feedback as input into our discussions and decisions on the services and their delivery methods events that best meet your needs.

Conclusion

After my first year as President, I want to thank the board for their efforts in supporting me. I especially want to thank Kevin O'Reilly (our Immediate Past President), who has mentored me throughout the year, and Joan Pike, our Association Manager. Joan's professionalism, energy and commitment to the Chapter and its' success was a key factor in the delivery of quality services to our members.

Next year's vision will include the final transition to the new organization structure, as well as some changes to the types of events; growth of our community outreach presence; and a strengthened focus on the avocation of project management.

I am looking forward to continuing to serve the board next year as the President and I anticipate a very successful year as companies in Nova Scotia continue to embrace and utilize project management.

Warm regards and the best of the coming holiday season to you all,

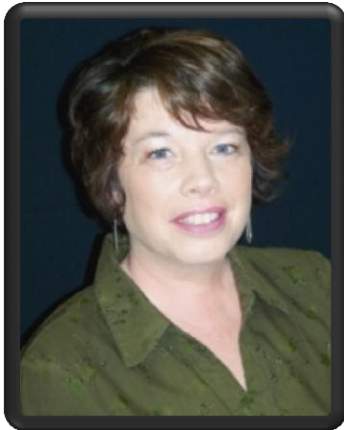
Nancy Muise

Nancy Muise, PMP
President, PMI Nova Scotia Chapter

PORTFOLIO, STAFF AND EXECUTIVE REPORTS

The following reports were submitted by our Association Manager, Joan Pike, and by individual members of the board.

Association Manager - Joan Pike



2009 marks another first for the Nova Scotia Chapter. For the first time the chapter has its own office space. So it is fitting to share with you some chapter history.

Back in 1997 at the date of incorporation the chapter was a virtual office and was housed in the founding members' homes until it found its way to the IWAN office/ a Bell Aliant project, then on to Cornerstone Project Management, followed by Fujitsu Consulting. In the fall of 2003 the chapter was hosted at the Nova Scotia Architects Association and in 2005 LogicBay hosted the chapter until a further move resulted in shared space with LogicBay until they went in-house. The chapter and its library now reside in downtown Halifax at 1888 Brunswick Street, Suite 808.

The chapter had some amazing speakers this year. Our members and friends who have attended chapter dinner and breakfast meetings know the value first hand. Attendance offers fabulous networking opportunities, continuing education, and to top it off a great meal prepared by our friends at the World Trade and Convention Center. Your attendance at chapter events is vital to the success of your chapter. Thanks to all of you who have supported us this year. If you haven't attended many PMI Nova Scotia events this year, why not make 2010 your year to support chapter events?

Many thanks to the volunteers who assist in making these events a success. A special thank you to Bev Thiessen who has provided me and the chapter with tremendous support over the years.

I look forward to a new year and to new opportunities for our members and friends

Administration Committee

Bev Thiessen

Mike Frenette, PMP

Chad Mombourquette

Immediate Past President – Kevin O'Reilly, PMP



It has been a great pleasure to serve this year as Immediate Past President. I believe that we have a very energetic board of directors who are up to the challenge of adapting the strategy of board to the economic challenges of the coming years.

We will need your input in order to provide the types of networking and professional events that you and your organizations need to help evolve your project management capabilities.

I specifically enjoyed working this year on the team PMI Region 3 Chapter Leadership Summit in Halifax and in preparation for our annual volunteer recognition Dinner meeting.

I look forward to working with a refreshed board in 2010 to introduce the changes that are required to enable our chapter's continued success in the future

Service Delivery



Paul Dean , PMP
Vice President, Service Delivery



Jamie Durning, PMP
Director of Professional
Development



Ian Burns, PMP
Director of Service Planning

This was the first year of running the Service Delivery division with the new structure, announced last year.

The purpose of Service Delivery is:

To provide events to meet the needs of members of the PMI Nova Scotia Chapter and to promote best project management practice in Nova Scotia.

I would like to thank all the volunteers who have helped on the various Service Delivery committees throughout the year and in particular the directors for their hard work and support. I hope we will be able to continue to refine the roles within this division to enable us to provide the events that our members want, at a price they can afford.

I would also like to thank our partners for their support of the chapter and the excellent professional events they have put on this year.

The Service Delivery Team is responsible for delivery of Dinner and Breakfast Meetings; Project Management Forums and Partnered Events. This year the team has put on the following events:

- Three Dinner Meetings;
- Two Breakfast Meetings;
- The Volunteer Appreciation Night;

- Two Partnered Events with Vincent Consulting;
- One Partnered Event with Breton Consulting;
- A Professional Development Symposium in partnership with other local professional organisations (IIBA, CIPS, itSMF, CMC);
- A two-part workshop on Lean Project Management;
- A half-day workshop on the importance of networking; and,
- The Big Event with Peter de Jager, scheduled for November 26.

While attendance at some of these events was lower than planned, the evaluations showed that the quality of our events remains high. We will be conducting lessons learned reviews of this year's events in order to improve attendance in the future. The Service Delivery team will continue to work with Service Planning to put on events that provide value to our members.

With a vacancy in the role of Director, Service Delivery, the committee has been guided by Paul Dean and ably supported by Joan Pike and Bev Theissen.

Service Delivery Committee

Katie Wright, PMP

Debra Power

Karen Murnaghan, PMP

Brenda MacDonald, PMP

Krista MacDonald, PMP

Leanne Birmingham-Beddo

Martha Wilson, PMP

Bev Easton, PMP

Professional Development

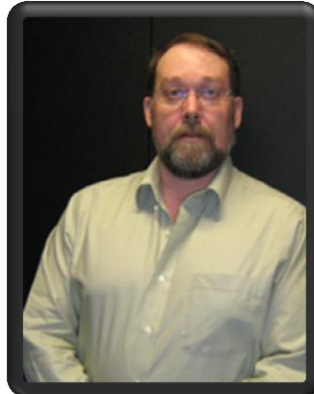
The PMP Study Groups continue to be an offering that is popular with PMI members and non-members alike who are interested in an effective way to prepare to write their PMP exam. This year saw the introduction of a new version of the PMBoK. With the new version came the need to update the PMP Study Group material to align with the changes introduced. This challenge was taken on by a group of volunteers who spent many hours over a 6 month period to upgrade the Study Group material while at the same time improving the quality and flexibility of the material. PMI NS is positioned to continue delivering this important offering for years to come.

Study Group Volunteers**Wanetta McTiernan, PMP****Philip Caulier, PMP****Rhonda MacKnight, PMP****Roy deVries, PMP****Ron Singer, PMP****Martha Wilson, PMP****Chris Henkelmann, PMP****Don Power, CAPM****Peter Hope, PMP****Dale Warner****Angela Kerr, PMP****Judi Vincent, PMP****Fadil Elsheik, PMP****Dylan Boudreau, PMP****Tim Peach, PMP*****PMP Material Updates Volunteers*****Chris Henkelmann, PMP****Darren Derocher, PMP****Peter Hope, PMP****John Trask, PMP****Tim Peach, PMP**

Community Outreach and Marketing



Peter Smith, PMP
Vice President of Outreach &
Marketing



John Trask, PMP
Director of Sponsorship



Jazmine Hayden,
Director of Marketing

Marketing

Although not without its challenges, Marketing had a successful year with much interest from PMI members to become more engaged in the improvement of marketing initiatives.

Some members, through formal and informal discussions expressed their concern over not reaching out effectively to the membership or utilizing the website to its full and effective capacity. A full review of the web site, event registration and the required usage of the web is being investigated and updated.

Opportunities to address topics of Project Management at the university level were discussed and investigated in the 2009 calendar year.

A major success for the 2009 fiscal year was the golf tournament. This great networking event exceeded our goal again this year by ensuring a fun-filled, professionally run tournament with over 90 members and friends at Granite Springs Golf and Country Club. It is worthy to mention that a full range of sponsors made this event a great success. The Marketing team will continue to bring value-added services to its membership and to the community at large with well thought out and strategic approaches.

Key events and developments for 2009:

- Successful Annual PMI Golf Tournament;
- Major events coordination and publishing;

- Committee members establishment and growth; and,
- Alternative, cost effective Marketing avenues were explored.

External Liaison

Continued focus on exposure within the marketplace will continue. Local industries are recognizing our efforts and contributions as we continue to promote PMI NS activities, services and events and the strategic objectives of PMI Global and the Chapter.

The leadership role is currently vacant and will be a challenging and rewarding position to fulfill. Our goals of reaching other agencies, universities, programs, venue and training avenues will continue to grow and expand to meet the professional demands.

Sponsorship

Concentrated efforts in 2009 were around the annual golf tournament and to a lesser amount the PMI events. Sponsorship requires expansion of dedicated volunteers with various backgrounds and contacts to reach a more vast audience. Our expansion in 2010 with assigned goals and strategies will support our PMI Chapters overall objectives.

I am confident that with the addition of new team members for 2009 and 2010, the establishment of role descriptions and the setting of key priorities, we can set clear objectives and achieve a more active Chapter role.

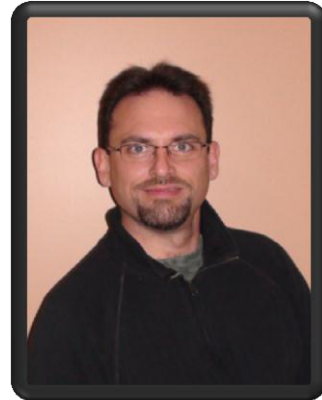
Operations



Barry Milne ,
Vice President of Operations &
Secretary



Paul Rowe, PMP
Treasurer



Scott Ellis, PMP
Director of Communications

The primary focus of the operational division of the PMI NS chapter is the efficient delivery of operational services to the chapter including finance, member communication, technology, and volunteer management. This year also seen the establishment of a Project Management Office (PMO) which was led by Elizabeth McNamara. The primary objective of the PMO is to ensure that various activities and projects completed by the chapter are in alignment PMI Global's strategic vision.

Membership and Volunteers

PMI NS currently has 473 members which represents a slight increase in the total membership over last year.

The following is a breakdown of membership with designations:

PMP	251
CAPM	22
PMI-SP	1

The chapter currently has 50 dedicated volunteers. Our chapters' volunteers are key to the success of our chapter and work very hard on the chapter's behalf.

Communications

The most significant development within the Communications portfolio for 2009 was the creation of a Technology Committee. The Technology Committee handles the acquisition, implementation, training and support of IT related technologies that PMI Nova Scotia Chapter harnesses for their communications and collaboration needs. Please refer to the Technology Committee update for more information.

The firewall issue that caused a great deal trouble in reaching chapter members via Constant Contact (the marketing service PMI Nova Scotia Chapter leverages for e-mail communications) in 2008 was significantly improved this year; however one member organization remains impacted. E-mail communications are distributed to the impacted organization via alternate means while this issue is investigated.

Three newsletters were published in 2009 (winter/spring/fall) under the guidance of chapter volunteer Julius Kanyamunyu.

Joan Pike (Association Manager) continued to manage the publication of electronic communications, and worked with Event Committees to facilitate and fulfill their communications requirements.

Technology Committee

With an ever increasing number of information technologies being leveraged by PMI Nova Scotia Chapter, a Technology Committee was created to ensure that all IT needs were adequately managed. The Technology Committee is comprised of chapter volunteers Brad George (committee Lead), Randy Delory, and Scott Ellis.

Brad is also the PMI Nova Scotia Chapter representative on the One PMI working group, which works with other One PMI partner chapters to improve functionality of our current chapter web site where appropriate.

With respect to new initiatives in the IT domain, a new project is kicking off this fall to assess the chapter's IT needs, most notably in the areas of our web site and collaboration needs.

Communications & Technology Committee

Randy Delorey

Julius Kanyamunyu

Brad George, PMP

Joan Pike

APPENDIX A - FINANCIAL STATEMENTS