



## **PMI Nova Scotia 2023 AGM & Speed Networking Event**

### **Meeting of Minutes | May 2, 2023**

**Location:** Halifax Central Library - Paul O'Regan Hall, Halifax

**Scribe:** Yemi Olaniyi

#### **Attendance**

1. Alruhayem Farhad	13. Mcgrath Alexander	25. Reid Jessica
2. Ayanlaja Samuel	14. Meng Feicheng	26. Saiyed Adil
3. Bonus Jeffrey	15. Merbai Meriem	27. Salako Sulaimon
4. Dent Tanya	16. Nwachukwu Ogechukwu	28. Sen Pallavi
5. DeYoung Stefanie	17. Nwokoro Chisom	29. Sulaimanov Max-Nursultan
6. Frank-Udemgba Chile	18. Nwokoro Uzo	30. Tat H. Maryam
7. Gamage Erandi	19. Odeniyi Akintunde	31. Tse Cathy
8. Gautam Priyanka	20. Oladipupo Rasheed	32. Uneanya Sheila
9. Greer Vanessa	21. Olaniyi Yemi	33. Wilkie Suzanne
10. Harrison Richard	22. Onyekwere M. Chisom	34. Williams Paul
11. Li Ting	23. Perrie T. Chi	35. Xu Vicky
12. Marie J. Tracy	24. Rahman Mahbubur	36. Yanez Daniel A.

#### **Call to Order - Jeffrey Bonus, President**

- The Meeting was called to order at 6:30 pm with welcome remarks from Jeffrey Bonus
- It was noted that the quorum was verified (more than 25 people in attendance)
- The President introduced the 2023-2024 Board members present, by name and position. Also acknowledged the Board members that were absent
- Jeffrey appreciated all the volunteers. He also seized the moment to recognize new members in 2023, three members were present "with a show of hands". Two members were also celebrated for achieving PMP certification in 2023
- Elections coming up in the fall for these positions:
  - o Membership Volunteers
  - o Communications
  - o Marketing

#### **Review of 2022 AGM Minutes – Tanya Dent, Vice President (Operations)**

- At the 2023 AGM, hard copies of MoM of December 2022 AGM, 2022 financial statement, and 2022 financial summary presentation were distributed to members in attendance

The motion ***'Be it resolved that the minutes from the 2022 AGM of the PMI Nova Scotia Chapter hereby be accepted as presented'*** was made by Tanya Dent. This was accepted by Stefanie DeYoung and seconded by Pallavi Sen. This motion was approved by all members in attendance.

#### **Chapter Finances – Richard Harrison, Treasurer**

- Members in attendance were informed that the 2022 financial statement is available on the Chapter's website. Hard copy was also made available at the meeting (financial statement and summary). Refer to these documents for details of the chapter's 2022 financial performance
- Richard noted that the Chapter Board planned a deficit budget for 2023. There were two main costs planned for 2023

- a. Costs for board members to attend PMI NA and R2/R3 events, and hence grow their skills and knowledge in chapter leadership
- b. 25th anniversary event

- There was a question from the audience about how the Chapter is going to address this gap. Richard Harrison explained that our combined net income for the past 3 years was \$42,250, which is \$33,250 greater than what was budgeted. The planned expenditure in 2023 is covered by the past three years' combined income. Jeffrey Bonus corroborated this information and noted that the deficit is a one-off occurrence
- The statements were prepared by Lyle Tilley Davidson Chartered Professional Accounts. The report noted that "nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Project Management Institute, Nova Scotia Chapter as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO."

#### **Appointment of Auditing Firm**

Treasurer Richard Harrison proposed a motion that ***'Be it resolved that the accounting firm Lyle Tilley Davidson Chartered Professional Accountants be re-appointed as the Chapter's auditor for the upcoming fiscal year'***. The motion was accepted by Jeffrey Bonus and seconded by Stefanie DeYoung. This motion was approved by all members in attendance.

#### **Chapter Highlights for 2023 – Jeffrey Bonus, President**

##### **Highlights and President's Annual Message**

- Introduction of highlighted Annual Report 2023
- Upcoming 25<sup>th</sup> Anniversary of PMI Nova Scotia Chapter
- Ongoing mentorship program, where a record 30 Protégés were matched with experienced Project Managers
- Annual General Meeting date has been moved from Q4 to Q2 going forward
- The current Board held a strategic planning session in January 2023, where there were deliberations around the Chapter's annual planning, on strategy, new vision, and mission statement
- **New Vision Statement**
  - To be a vibrant chapter that continues to be the project management hub for industries and communities in Nova Scotia and the benchmark for other PMI Chapters
- **New Mission Statement**
  - Empowering individuals to fulfill their potential by promoting Project Management practices as a collaborative chapter

#### **PMINS Scholarship – Vanessa Greer, Immediate Past President**

- Our Chapter has set up an annual PMINS Scholarship at the Nova Scotia Community College (NSCC). Upon receipt of the funding, NSCC will allocate \$2,500.00 to immediately fund an award for the 2023-24

academic year. The remaining funds (\$88,566.96) will be invested in the endowment and will generate the capital to fund the award from there forward, beginning in the 2024-25 academic year

#### **Background**

- In the mid 2000's, PMI Nova Scotia made a choice to endow a scholarship through PMI Educational Foundation, with an initial sum of \$50,000
- However, as part of the PMI Educational Foundation's realignment, PMI global returned all endowment funds to Chapters with the stipulation that the returned funds be reinvested in another scholarship. Hence, the sum of \$91,066.96 was returned to our Chapter and an Endowment Committee was formed to determine next steps and advise
- Eleven (11) NS post-secondary institutions were considered and appraised to receive this endowment
- In the end, the Nova Scotia Community College (NSCC) was chosen based on the recommendation of the Endowment Committee. NSCC has the widest geographic reach in the province, being able to ensure access to a larger portion of our membership, including those students outside of the HRM. In addition, NSCC provided the most flexibility in how to structure the application from a criteria perspective and had the most programs for which the scholarship could be awarded

#### **Professional Development and Exam Prep Course/ATP – Mahbubur Rahman, Vice President (Programs)**

- Our Chapter has an ongoing partnership with the PMI Montreal Chapter to offer virtual training and preparatory courses for PMINS members willing to register for the PMP Exam. The PMI Montreal Chapter is a PMI Premier Authorized Training Partner (ATP)
- The Chapter is open to collaboration with any ATP certified member for the purpose of administering PMP training and preparatory coaching here in Nova Scotia
- The first cohort of mentorship program kicked-off March 2023 and it's going well

#### **Other Business - Tanya Dent, Vice President (Operations)**

- Tanya shared a volunteer opportunity for an Executive Assistant role in the Chapter
- A comment was made if the Chapter is looking at organizing events specifically targeted at newcomers, to assist them in their PM career and integrating into the Canadian system
- Stefanie DeYoung responded that the Chapter is welcoming to all folks in the PM profession, and that there are existing members that are capable and willing to share their experience when needed. She concluded by saying that the Chapter is open to new ideas and suggestions concerning newcomers

#### **Adjournment**

Jeffrey Bonus adjourned the meeting at 8:05 pm seconded by Tanya Dent.