

ANNUAL REPORT

FOR THE PERIOD ENDING DECEMBER 31, 2014





CHAPTER INFORMATION

VISION

To be the Recognized leader in Project Management Excellence

MISSION

To develop passionate project managers

CORE VALUES

Professionalism
Mastery
Involvement

TABLE OF CONTENTS

Portfolios.....3-5

- VP Marketing and Sponsorship
- VP Programs
- VP Professional Development
- VP Finance
- VP Operations
- VP Volunteer Management
- VP Membership
- VP Communications

Message from the President..... 6

Financials7-10

- Review Engagement Report
- Balance Sheet
- Statement of Revenue and Expenses
- Statement of Cash Flows



PORTFOLIOS

VP MARKETING AND SPONSORSHIP

Mark Perry has been volunteering for organizations like PMI-SAC since 2000. He is an avid believer in giving back to the community, and does this while maintaining a full time job and active family life. Mark has built a solid portfolio to hand over as this is his final term as VP of Marketing and Sponsorship. Mark has also decided to stay involved and help out his successor as he is still passionate about PMI and the Southern Alberta Chapter.

His accomplishments for this past year include:

- A sold out PMI-SAC Golf Classic (4th annual)
- A very successful sponsorship campaign with over 30 sponsors this year with 6 NEW sponsors
- Offering online sales of any PMI-SAC branded material for our members (golf shirts, jackets, portable speakers, lanyards, etc.)
- More local industry discounts to PMI-SAC members (Lone star Mercedes, HDF insurance, Mister Transmission, Alberta Hardwood, Professional Services options, Windows and blinds)
- Creating consistent branding marketing materials for all our events
- Speaking at PMI Leadership Conference in Phoenix

Mark is an enthusiastic leader on the Board and always looking for better ways to promote PMI-SAC. If you have ideas or thoughts on marketing or sponsorship options, please send him a note at pr@pmisac.com.

VP PROGRAMS

Heather Rambow assumed the role in late October 2013 and looks forward to more years of service to the chapter. We constantly strive to make all of our programs better year over year for our membership. This past year we have seen some truly remarkable speakers at our dinner meetings and look forward to making breakfast seminars a regular feature in our programs line up. Our average attendance is at any function is now at least 150 people per event. If you have never been to a PMI-SAC dinner meeting we encourage you to come out and give it a try. It is a great opportunity to network with other PM's. The networking and dinner event combined provides you 2 PDU's towards maintaining your PMP certification.

Our movie events are truly made for family fun. Why not buy a few extra tickets to reward your great team throughout the life of your projects? We plan to add more family events to our roster in the coming year which is also a great way to thank your significant others for all your late nights and hard work.

It is a pleasure helping to support my other VPs when they run events for their portfolios. It goes without saying that I truly have a fabulous foundation of volunteers that make our events look and feel very professional, their hard work and support makes it look like these productions are easy! Thank you team!

Heather is very proud to represent PMI-SAC in the role of VP of Programs and is always available to listen to any ideas you may have regarding our events. If you ever have any questions or comments about our programming, please feel free to contact Heather at programs@pmisac.com.

VP PROFESSIONAL DEVELOPMENT

Gary Gillan joined the PMI-SAC team in 2012 as Associate VP Professional Development, and has thoroughly enjoyed his time on the Board. With extensive academic experience from curriculum development, in-class and online teaching, and conference presentations, he has the ideal skill-set to determine the strategy and management for the PMI-SAC Professional Development portfolio.



Each month, Gary answers questions from PMI-SAC members and non-members on a wide range of topics related to professional development, as well as liaising with academic partners to ensure that PMI-SAC is meeting the needs of current and prospective students on Project Management.

The Professional Development portfolio is fortunate to have acquired Valerie Carson as Associate VP Professional Development to help strategically move the portfolio and profession forward.

If you have any questions or concerns related to Professional Development, please reach out to Gary at profdevelopment@pmisac.com.

VP FINANCE

Anne MacLeod joined the PMI-SAC team in 2012 and has thoroughly enjoyed her time on the Board. With a CPA - CMA designation, she has the perfect skills to determine the controls and management for PMI-SAC financials.

Each month, Anne performs a detailed analysis of our financials including cash flow and expenses management. We are fortunate to have acquired two additions to the finance team in 2014. Sidd Mukherjee has accepted the role of Finance AVP and Grant Hume has accepted the role of PDC Finance Representative. If you have any questions or concerns with how the financials are being managed, please reach out to Anne at finance@pmisac.com

VP OPERATIONS

Paulo Camargo joined the Board this past year. His dedication and passion for PMI was well established long before joining us, he had a few interesting roles at PMI such as: several Chapter board positions including President for a chapter in Brazil, participated on the PMI Education Foundation Liaison program and on the 2009/2010 PMI Leadership Institute Master Class program.

He implemented and is responsible for the program to teach project management to not-for-profit organizations, that trained more than 20 organizations in the past year and which will only further influence our discipline in the Calgary community.

He is also implementing the Chapter's Program Management Governance and setting up a Project Management Office for the PMI-SAC Chapter.

VP VOLUNTEER MANAGEMENT

Candida Tocci has been an instrumental part of the leadership team for the past 2 years. She has been an active volunteer for over 10 years. Her positive outlook makes her the perfect fit for supporting the volunteer body of PMI-SAC.

Over this past year, Candida has been busy building up volunteer processes to ensure we have the right infrastructure in place to support the community. If you have any questions regarding volunteering, please do not hesitate to speak with her at secretary@pmisac.com.



VP MEMBERSHIP

Kenneth Fung has been a dedicated leader on our team since 2013. We are currently sitting at over 2800 members and we feel this will continue to rise.

Kenneth is always looking for great ways to support members and below are examples of his efforts:

- Ambassador program
- Sold out Mentorship program for both spring and fall
- PMI-SAC Toastmasters Club

If you are interested in being a PMI-SAC Ambassador for you company, or have other questions, please let Kenneth know at membership@pmisac.com.

VP COMMUNICATIONS

Fabian Asin is proactive leader focused on providing the best communication mediums to our members. Fabian's focus is to provide innovative ways to share information at the chapter level.

He has a difficult job of making sure our members are engaged, but not annoyed by the information being provided. It is difficult to know what the best balance is, but he focuses on the following mediums:

- LinkedIn group
- Twitter @pmi_sac #PDCYYC
- Facebook
- Bi-weekly emails
- Newspaper ads
- www.pmisac.com

If you are interested in the above mediums, we strongly encourage you to take part and for questions around this, you can reach Fabian at news@pmisac.com.



MESSAGE FROM THE PRESIDENT

WAYNE RAMBOW

I am so very proud to be part of this amazing chapter and this amazing team. Southern Alberta now has over 2800 members of which over 1700 are PMP's. We are the 21st largest chapter in the world and the 3rd largest in Canada! More than size, we continue to be one of the most progressive and active chapters in North America.

In 2013 PMI SAC was awarded Chapter of the Year from PMI Global. A truly amazing accomplishment!!

In 2014 we could have rode the wave of that success but this board is constantly looking at ways to raise the bar and offer our membership a level of service and programming they simply can't find anywhere else.

So what did we change? Everything!! Here are just a few highlights of the things we changed up:

PDC – Our theme this year is Hollywood and it will have all the glamour and excitement one has come to expect from our hallmark event!

- We changed our event planner for the 2014 Professional Development Conference (and we are VERY excited about this years program);
- We added more paid speakers to the PDC sessions;
- We changed the location of the event to the BMO Roundup Centre to accommodate more people and larger breakout sessions

Chapter

- New website redesign and platform
- Introducing a new event registration system in 2015
- Introducing a new Chapter APP for both the regular chapter operations and the PDC
- New e-Comm Point of Sale Capability (2015)
- New Vision/Mission/and Core Value Statements

To move our chapter forward year after year we rely on the tireless dedication and time of our volunteers and board members. They pour passion and fresh ideas into our community each and every day and I sincerely thank all of you for your commitment to the chapter and the profession of project management.

I would also like to give special thanks to our fantastic sponsors! It is their support that allows us to offer such amazing programs and content to our membership:

DIAMOND SPONSORS:

Corporate Oasis
SAIT Polytechnic

SAPPHIRE SPONSORS:

Agile Recruiting
Taleo Project Services

PLATINUM SPONSORS:

Emerson Process Management
Ethier Associates
InSync Systems
Long View Systems

GOLD SPONSORS

CGI
Delttek Systems
Stuart Olson

SILVER SPONSORS

City of Calgary
Concentric Solutions
Eagle Resourcing
Procom
Quadrus Development
Solvera Solutions
VERIS Canada

BRONZE SPONSORS

480 Degrees
Altalink Management
Flexpipe Systems
HDF Insurance
Investors Group
JMC Consulting
MODIS
Mount Royal University
Project Insight
Sierra Systems
Tricon Solutions
University of Calgary
Xerox

This is just my first year in the role of President and it really seems to have flown by! I think we have accomplished a lot of fantastic things and I look forward to our 2015 Strategy Planning Session to see what new and fresh things we plan on taking on next... Stay tuned!!



FINANCIALS

REVIEW ENGAGEMENT REPORT

To the Members of Project Management Institute, Southern Alberta Chapter

I have reviewed the statement of financial position of Project Management Institute, Southern Alberta Chapter as at December 31, 2013 and the statements of revenues and expenditures, net assets and cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to me by the company.

A review does not constitute an audit and, consequently, I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

Calgary, Alberta
October 14, 2014

Murray Hunter

CHARTERED ACCOUNTANT

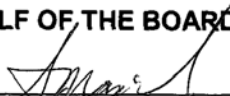
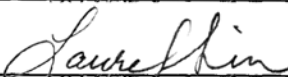


FINANCIALS

PROJECT MANAGEMENT INSTITUTE, SOUTHERN ALBERTA CHAPTER
Statement of Financial Position
December 31, 2013
(Unaudited)

	2013	2012
ASSETS		
CURRENT		
Cash	\$ 234,350	\$ 289,509
Term deposits	30,332	15,275
Accounts receivable	37,467	53,336
Prepaid expenses	1,085	6,666
	\$ 303,234	\$ 364,786
 LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued expenses	\$ 117,525	\$ 66,800
Deferred revenue	-	18,019
	117,525	84,819
 NET ASSETS		
Net assets, beginning of year	279,967	260,133
Excess of revenues over expenditures	(94,258)	19,834
	185,709	279,967
	\$ 303,234	\$ 364,786
 NET ASSETS - BEGINNING OF YEAR	 \$ 279,967	 \$ 260,133
EXCESS (DEFICIENCY)OF REVENUES OVER EXPENITURES FOR THE YEAR	 (94,258)	 19,834
NET ASSETS - END OF YEAR	 \$ 185,709	 \$ 279,967

ON BEHALF OF THE BOARD


 _____ Director

 _____ Director



FINANCIALS

PROJECT MANAGEMENT INSTITUTE, SOUTHERN ALBERTA CHAPTER

Statement of Revenues and Expenditures

Year Ended December 31, 2013

(Unaudited)

	2013	2012
REVENUES		
PDC/Gala	\$ 473,919	\$ 530,441
Bad Debt recovered	-	2,500
Professional development	37,390	34,461
Interest and other	1,090	385
Memberships	87,512	93,075
Programs and events	74,871	47,451
Marketing and sponsorship	142,890	131,213
	<u>817,672</u>	<u>839,526</u>
COST OF PROGRAMS		
PDC/Gala	613,494	562,192
Professional development	30,938	26,516
Programs and events	121,765	92,132
Memberships	17,402	23,895
Sponsorship and marketing	30,100	36,620
	<u>813,699</u>	<u>741,355</u>
PROFIT ON PROGRAMS	<u>3,973</u>	<u>98,171</u>
EXPENDITURES		
Finance expenses	6,486	2,688
Operations expense	91,745	75,649
	<u>98,231</u>	<u>78,337</u>
EXCESS (DEFICIENCY OF REVENUES OVER EXPENDITURES)	<u>\$ (94,258)</u>	<u>\$ 19,834</u>



FINANCIALS

PROJECT MANAGEMENT INSTITUTE, SOUTHERN ALBERTA CHAPTER

Statement of Cash Flows Year Ended December 31, 2013

(Unaudited)

	2013	2012
OPERATING ACTIVITIES		
Net income (loss)	\$ (94,258)	\$ 19,834
Changes in non-cash working capital:		
Accounts receivable	15,869	(23,587)
Accounts payable	50,725	42,735
Deferred income	(18,019)	18,018
Prepaid expenses	5,581	(4,796)
	<u>54,156</u>	<u>32,370</u>
INCREASE (DECREASE) IN CASH FLOW	(40,102)	52,204
Cash - beginning of year	<u>304,784</u>	<u>252,580</u>
CASH - END OF YEAR	\$ 264,682	\$ 304,784
CASH CONSISTS OF:		
Cash	\$ 234,350	\$ 289,509
Term deposits	<u>30,332</u>	<u>15,275</u>
	\$ 264,682	\$ 304,784





ANNUAL REPORT PRODUCED BY ASSOCIATIONS PLUS EDITING
ASSISTANCE BY RYAN MCLEAN



400, 1040 – 7 Avenue SW • Calgary, Alberta T2P 3G9