



2018 ANNUAL REPORT



CHAPTER INFORMATION

VISION

- ◆ To be the Recognized leader in Project Management Excellence

MISSION

- ◆ To develop passionate project managers

CORE VALUES

- ◆ Professionalism
- ◆ Mastery
- ◆ Involvement

We look forward to the challenges of 2018, and the Board, anchored by our Vision, Mission, and Core Values will continue to offer exceptional value for our members. Thank you for being a member of PMI Southern Alberta Chapter. Our lines of communication are always open to new ideas so please make the most of your membership by participating and volunteering for our activities.

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MINUTES OF 2017 ANNUAL GENERAL MEETING

THE METROPOLITAN CENTRE, 333 - 4 AVENUE SW, CALGARY, AB

OCTOBER 26, 2017 @ 6:30 PM

Attendance list is available through the office.

1. CALL TO ORDER

The meeting was called to order at 6:40 pm by John Moura. Notice of the meeting had been given to all members in accordance with the bylaws.

C. Pruden served as the recording secretary for the meeting.

2. FINANCIAL REPORT

Richard Venerus noted the audited financials for the 2016 year are on the tables.

He noted the following:

- Revenues declined due to economic conditions
- 2017 has improved over 2016, providing opportunity to invest in member programs
- Declining economic conditions have resulted in reduced sponsorships therefore certain controls have been implemented
- Vendor contracts have been re-negotiated, saving about \$30,000 in 2017
- Each portfolio has been reducing expenses as much as possible
- New procurement contracts and policies are being put in place

Moved by Richard Venerus to approve the 2016 Audited Financials as presented

Seconded by Saad Ahmed

Carried.

3. ELECTIONS

J. Moura explained the new electronic voting process that was introduced this year, noting 300 members voted and 15 viewed without voting. The following nominees were elected by acclamation to the positions they had been nominated for since there were no more nominations than positions open:

- Seyi Odewale, VP Volunteers
- Tanya Jaffer, VP Membership

Those that let their names stand for other portfolios included:

- President
 - o Randy George
 - o Candida Tocci

Votes were 176 to 122 in favor of Randy George

- VP Professional Development
 - o Saad Ahmed
 - o Yasir Mushtaq
 - o Patrick Mbambo



Votes were 203 in favor of Saad Ahmed

- VP Finance
 - o Richard Venerus
 - o Temple Tobins

Votes were 205 in favor of Richard Venerus

The complete 2018 Board consists of:

- Randy George, President
- Wayne Rambow, Past President
- Richard Venerus, VP Finance
- Joao Moura, VP Operations
- Oluwaseyi (Seyi) Odewale, VP Volunteer Management
- Tanya Jaffer, VP Membership
- Saad Ahmed, VP Professional Development
- Juan Clavier, VP Communications
- Mark Perry, VP Sponsorship & Marketing
- Kaushik Das, VP Programs

John encouraged members to continue to be engaged and thanked all candidates for running this year. They were encouraged to join the committees for the portfolios in which they ran.

4. ANNOUNCEMENTS

PDC postcards for November 21 – 22 at Winsport were on the tables.

5. ADJOURNMENT

The meeting was adjourned at 7:00 pm.

MESSAGE FROM THE PRESIDENT



I'm extremely proud of the work this chapter has been able to do with this talented Board of Directors, over 100 treasured volunteers, valued sponsors, and key strategic partners. They dedicate time, talent, and passion for the sole purpose of honouring and developing the Project Management Profession in Southern Alberta.

The chapter has gone through a transition year and realigned our chapter sponsorship with our fiscal year. We also changed the annual PDC from a two day to one day event and moved it from the fall to the spring which was very well received.

Although we have seen improvement in Calgary's economy, it still remains a challenge for PMI-SAC.

Despite this challenge, we continue to deliver the exceptional programming our members expect.

- We hosted over 800 guests at our dinner meetings with an average attendance of 80 per dinner
- The Chapter successfully introduced new events, not only offering breakfast and lunch time events, but also field trips, one day PDC and an Agile Panel with record breaking attendance
- EPC Roundtable
- Our annual golf tournament was a great success
- Our Professional Development portfolio continues to deliver increased additional learning opportunities for our members with workshop, PMP Study groups and 300 hour sessions following the tracks of the PMI talent triangle
- The Chapter NGO Outreach program lead by Paulo Camargo has grown significantly and increased Project Management focus within the NGO community and won the PMI Educational Foundation Award
- The mentorship program has been a tremendous success
- The PDC committee chaired by Mark Perry put together a great event at the Westin in May

The board also worked very hard to develop new policies and procedure for improved chapter governance. As we look forward to 2019, the Board of Directors will continue to focus on delivering high-quality programs and services for our members.

I want to thank all of our members, volunteers, and sponsors for your commitment to the growth of the Southern Alberta Chapter and the Project Management community.

Regards,

RANDY GEORGE, PMP | PRESIDENT
PMI SOUTHERN ALBERTA CHAPTER



PORTFOLIOS

VP OPERATIONS

John Moura has served as VP of Operations since July 2016 and has been volunteering with PMI since 2006. He believes in giving back to the community and that Agile is great for product and software development projects.

John and his team worked hard to push the board out of its comfort zone to make long overdue changes and to try new event formats.

On the governance side, new policies were approved and the Board's Manual of Operations is always updated to make sure PMI-SAC benefits from the highest standards.



VP PROFESSIONAL DEVELOPMENT

Saad Ahmed has served as VP of Professional Development since January 2016. Saad brought some fantastic ideas to expand this portfolio and the chapter's educational and developmental offerings. The Outreach Program that was initiated part of his portfolio over the past two years and it is very successful and rewarding. Our Outreach Program did win the Project Management Institute Educational Foundation (PMIEF) 2017 Community Advancement through Project Management Award for the work we have done with CUPE, a non-profit organization. Over past two years, Saad and his team developed strategic visions to re-shape the organizational culture to be more adaptive to the changes that our City going through and brought PMI-SAC back to the world stage by:

- Working with Non-for-profit organizations and local professional communities
- Giving back to our member's strategy by having verity of professional development workshops and seminars (partnering with our local education institute) and have as many as PMP/CAPM study groups
- Help to establish a clear and meaningful strategic planning process
- Engage with Chapter members to ensure success
- Use an innovation process for all new professional development and service delivery model
- Help to create initiatives to manage the strategies and prioritize all of these initiatives to ensure they are properly resourced

Saad and his team worked very hard to bring new ideas, strategy and management for the PMI-SAC Professional Development to move the portfolio and profession forward. If you have any questions or concerns related to Professional Development, please reach out to Saad at profdevelopment@pmissac.com.



VP MARKETING & SPONSORSHIP

Mark Perry has been volunteering with PMI since 2010. He is an avid believer in giving back to the community, and does this while maintaining a full time job and active family life as a single father of 4 young children. Mark is passionate about PMI and the main reason why he continues to volunteer his time and effort. Mark has built a solid portfolio and continues to improve and tweak new areas to offer ROI for our sponsors and benefits to our membership. His accomplishments for this past year include:



- Organizing our 8th annual PMI-SAC Golf Classic
- Conference Chair for our Professional Development Conference in May 2018
- Creating consistent branding marketing materials for all our events
- A successful sponsorship campaign despite an economic challenge in Calgary
- Presenting at our Regional Conference to other chapters on our sponsorship model

VP MEMBERSHIP

Jayeeta Ray has been volunteering with the chapter since 2016 and very recently took the role of VP, Membership. Jayeeta believes very strongly about giving back to the community. This year she was involved in the annual PDC committee as Marketing lead for the conference held in May.

Jayeeta with her team is dedicated to ensure that members develop both personally and professionally by offering programs such as the Mentorship Program, Company Ambassador Program, Member Orientation Sessions and partnering with the local Toastmasters Club.

New in the role, Jayeeta is very motivated to enhance the membership experience. Jayeeta works fulltime as Project Portfolio Manager and volunteers extensively at PMISAC and other organizations in Calgary. She is always available to respond to any and every question about membership and the Chapter in general.

If you would like to learn more about how to become involved or get the most out of your membership experience, please do not hesitate to contact Jayeeta at membership@pmisac.com.



VP COMMUNICATIONS

2018 ushered in some changes to the Communications portfolio which consists of the following portfolio members:

- Heike Cantrup, VP
- Thomas Battle, AVP
- Shelley Pinder, Associate Social Media
- Anthea Berdan, Associate Communications (Newsletter)



Since February, we have been focusing on delivering communications via our various social media channels and on ways in which we can reach out to the different personas which compose our Chapter base.

The newsletter is being distributed twice a month, with a targeted approach of communicating what has happened and what is up and coming. The distribution list needs to be updated monthly, since membership updates revolve around each members' renewal cycle.

Twitter and LinkedIn are also a great way to spread the word about our activities and focus on a unique subset of Communication tactics which are largely mobile device focused.

The team has been discussing the use of Instagram as a communication channel and will be strategizing over the next few months on how to bring this platform to the Chapter!



Our notable achievements for 2018 are as follows:

Month	Milestone
February	Appointment of new VP, Heike Budgetary submission to Board
May	Transition of Communications mailbox to Office365, supporting the Operations portfolio with transition activities as requested
August	Internal Communications team review and assessment for improvements
September	Launch of website editing transition project

If you would like to learn more or contribute to the Communications strategy for 2018 and beyond, we would love to hear from you at communications@pmisac.com.

VP PROGRAMS

Ghassan Hana assumed the role in January 2018 and has been serving the Chapter as a volunteer since April 2017.

The PMI-SAC dinner meetings are an excellent forum to network with peers in the Project Management profession and also provides one Professional Development Unit (PDU) for each meeting attended – towards maintaining certifications for Project Management Professionals. It is usually held in the Metropolitan Center.



Last August, the chapter had its first Lunch event and was full house with lots of interactions and engagement between speaker and the attendees. It was held in The Calgary Petroleum Club.

In addition to the above events we conduct during the year more events such as Christmas social event, Annual Stampede Networking event, twice a year Private Screening Family Event and more.

We are constantly supporting other portfolios in the chapter and always looking for volunteers to build our program portfolio.

My goals for the chapter are to see:

- High level Speakers
- More members' engagements
- Variety of Programs options
- More Transparency
- Fiscally responsible

If you ever have any questions or comments about our programming, please feel free to contact Ghassan at programs@pmisac.com.

