

Materiel Management Institute
Annual General Meeting
May 24, 2000, 12:30 pm
Colonel By Room, Ottawa Congress Centre

D R A F T

Present:

B.Gen Larry Lashkevich, President
Steve Johnston, First Vice-President
Gerry Walsh, Second Vice-President
Nicole Labelle, Treasurer
Monique Thibeault, Chair of MMSS
Peter Elias, Past President
David Swift, Director at Large
Heather Harrison, Regional Director
Lucille Chase, Interim Regional Director
Mark Taylor, Regional Director
Jacques Urbain, Regional Director
Kathy Jones, The Willow Group
Sue Licari, The Willow Group

Regrets:

Jean Bilodeau, Chair, Green Procurement
Lawrie Huck, Regional Director
Bryan Labbe, Regional Director

1. Meeting Called to Order and Appointment of Secretary

B.Gen. Larry Lashkevich called the Annual General Meeting of the Materiel Management Institute to order and appointed Susan Licari as the Secretary for the meeting. He welcomed the delegates of the MMNW to the Annual General Meeting.

2. Minutes of the 1999 Annual General Meeting

The minutes of the 1999 Annual General Meeting were reviewed and approved without amendment.

3. Presentation of the Slate of Officers for 2000-2001

The MMI Slate of Officers for 2000-2001 was tabled. Larry Lashkevich noted the MMI will benefit from representation across the country and sets the MMI in a good position to meet the challenges ahead.

Moved by Peter Elias, seconded by Monique Thibault that the 2000-2001 Slate of Officers for 2000-2001 as presented be approved.
Carried.

Larry Lashkevich acknowledged the Board members stepping down from their posts: Gerry Walsh who was instrumental in the professional development program and Aletta Gross who is currently on sabbatical pursuing future endeavors. Thanks for their dedicated commitment to the MMI Board was extended.

4. Reports

a) Report of the President

Larry Lashkevich provided an overview on the role of the MMI within the federal government, the activities to date on the Training and Professional Development for Procurement, Materiel and Supply Management in the Public Service, and progress in the area of Green Procurement (Buying Smart). He reported that the MMI is benefiting from the Regional Directors on the Board and their relevant input to our goal to serve the country as a whole and truly reflect a national organization.

b) Report of the Treasurer

Nicole Labelle reported that the MMI is now approaching a one million-dollar a year operation, on a cost-recovery, break-even basis. Revenues are meeting the expenses and the MMI's financial affairs are in order.

c) Report of the Professional Development Committee

Gerry Walsh reported on the Professional Development Program for Materiel, Procurement and Supply Managers and the Regional Conferences. The Materiel and Supply Management Steering Committee is continuing to provide training and they have successfully delivered 14 new seminars over the past 18 months and several new courses are scheduled for this coming year in its commitment to meet the needs of the proposed Certification Program. To supplement this, the MMI has Regional Conferences scheduled to take place this fall in Quebec, St. John's, Newfoundland and Vancouver, British Columbia.

d) Report of the Communications/Member Services Committee

Steve Johnston reported that the MMI currently has over 700 active, dues-paying members representing virtually every organization within the federal public sector, provincial and municipal organizations, plus a limited number from the private sector. Over the past year, the MMI instituted changes to its by-laws to re-define its membership categories and services and a new Member Services and Awareness Campaign is planned for fall 2000. Annual dues are now set at \$35 (reduced from \$50 previously) and membership now provides: automatic receipt of four quarterly issues of *SUMMIT*, six issues of *Staying in Touch*; invitation to MMI Speakers Series events; invitations to special seminars or training sessions, and discounts on MMNW registration fees. Additionally, the MMI has recently begun to provide "MMI Overview Presentations" to various departments.

e) Report on the Materiel Management Speaker Series

Monique Thibault reported that the MMSS Committee undertook a number of innovations to boost attendance at the 99/00 series, namely: a programme was published; a vision and objectives were developed; shorter sessions with more attractive subjects were held; attendees were invited to "bring a friend" and the fact that one didn't need to be a member of the MMI was promoted; and different media were used to disseminate information and accommodate registrations.

f) Report on the Green Procurement/Environmental Group

On behalf of Jean Bilodeau, Steve Johnston reported that a critical component of the government's Sustainable Development Strategy 2000 is in place and that work in this area is in tandem with "A Guide to Green Government" achieving best practices and performance targets. A "Green Procurement in Government Conference" was held May 23, 2000. Work in communicating this area will continue with an awareness program for managers and employees, utilizing a number of media tools, plus a two-day "Greener Procurement Course" and a presentation through the MMI Speaker Series. There is still much to be accomplished and working together as a community will help

to achieve our common objective of improved environmental performance in the area of procurement.

5. Appointment of Auditors

Moved by Nicole Labelle, seconded by Gerry Walsh the appointment of Robertson Hill Parker Prins as the auditors for the MMI's current fiscal year, to undertake a review of the MMI financial position for the year ending December 2000.

Carried.

6. Other Business

There was no new business.

7. Adjournment

Moved by Steve Johnston, seconded by Peter Elias, to adjourn the Annual General Meeting.

Carried.