



Canadian Institute
for Procurement
and Materiel
Management

Institut canadien
d'approvisionnement
et de gestion
du materiel

**Canadian Institute for Procurement and Materiel Management
Annual General Meeting - Minutes
May 12, 2010
Montreal, Quebec**

1. Approval of the 2009 Annual General Meeting Minutes

MOVED by Heidi Wall, seconded by Jérôme Thauvette to approve the minutes of the 2009 Annual General Meeting as presented.
Carried

2. Report of the President (*Sharon Chamberlain*)

The Board has been working over the last year to strengthen our outreach with the formation of three new committees. The Procurement Committee, chaired by Jérôme Thauvette, the Materiel Management Committee chaired by Serge Langlois and the Futures Committee chaired by Sylvain Cardinal. She asked that those interested in joining any of these committees are to contact the National Office.

The Board is also working on a number of new initiatives including the development of a package of training courses that will fill the void for training needs.

Sharon Chamberlain mentioned with great sadness the passing of Mr. David Swift and expressed the great loss for the community. She announced plans to create an award in his memory. The first David Swift Memorial award will be presented at the 2011 National Workshop.

Members from the regions are asked to get involved in the various committees. The Board wants to hear from regional colleagues and increase the number of services offered throughout Canada.

This has been a difficult year financially for the Institute and the Board is looking into funding support and improved relationships with our partner organizations to help secure our financial future. She offered thanks to The Willow Group who have supported the work of the Institute for many years and thanked them for stepping in when we have needed their help.

3. Report of the Treasurer (*Élène Fromanger*)

a) Financial Performance

CIPMM's financial performance in 2009 was disappointing. Total revenue for the year was \$401,062, well below the anticipated amount, while expenses exceeded the budget at \$633,551. This left an operating deficit of \$233,489 at the end of the year. Our total net assets are down from \$279,809 in 2008 to \$47,320 at the end of 2009. CIPMM was able to manage the deficit because of the healthy reserve that had accumulated from previous years.

This year we are anticipating a total revenue of \$475,000 and are working hard to restrict expenditures while still delivering quality services. With the National Workshop returning to Ottawa in 2011 we anticipate a more successful financial year.

b) 2009 Audited Financial Statements

As authorized by the members during the 2004 Annual General Meeting, an independent auditor was appointed to review the 2009 financial statements. This audit was completed in February 2010 and CIPMM once again received a clean bill of health.

c) 2010 Operating Budget

Board members reviewed and approved the 2010 Operating Budget. The forecast is conservative due to the Montreal venue for the Annual Workshop but a positive performance and a successful financial year for 2010 is expected.

4. Presentation of the Slate of Officers for 2010-2011

The following Slate of Officers was presented for the 2010-2011 year:

President - Sharon Chamberlain
Vice-President - Gabriel Cormier
Treasurer/Secretary - Élène Fromanger
Chair, Professional Development - Barbara Brackett
Chair, Procurement - Jérôme Thauvette
Chair, Materiel Management - Serge Langlois
Chair, Futures - Sylvain Cardinal
Chair, Member Services and Communication - Elaine Ford
Director - Roloin Vetsch
Director - Lorna Kettles
Director - Lynn Morris
Past President - Bob Kelly

5. Adjournment

MOVED by Jérôme Thauvette, seconded by Sylvain Cardinal to adjourn the meeting.
Carried

