



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  
May 10, 2012  
Ottawa Convention Centre, Ottawa  
M I N U T E S**

**1. Welcome and Call to Order**

**MOVED** by Steve Johnston, seconded by Gabriel Cormier that the agenda be accepted as presented.

Carried

**2. Approval of the May 19, 2011 Annual General Meeting Minutes**

**MOVED** by Steve Johnston, seconded by Stephen Smye that the May 19, 2011 Annual General Meeting Minutes be approved as presented.

Carried.

**3. President's Report**

Steve Johnston began by thanking the CIPMM Board of Directors and volunteers for their work and support over the past year. The Board was very busy over the last year meeting over a dozen times for regular and special meetings. One of the special meetings involved a strategic review of CIPMM, which identified three major areas of focus:

- Mission, vision governance structure of the Institute, including updating the by-laws
- Professional Development
- Outreach and Advocacy

An implementation Plan for the next three has been developed and CIPMM will need your support and assistance.

Four very successful regional chapter events were held in the NCR, Manitoba, BC and Ontario over the past year. In the coming year, we would also like to hold more regional information/learning sessions so if you have ideas let us know.

Steve Johnston acknowledged the Organizing Committee for all their hard work on this year's National Workshop.

### **3.2 Revised CIPMM Bylaws**

One of the items from the 2011 CIPMM Strategic Review was to update our by-laws. Copies of the revised bylaws were circulated for review. The changes were minor and do not alter the way in which the Institute operates. Updates were made to better reflect the Institute's structure today.

**MOVED** by Steve Johnston, seconded by Gary Jeddrie that the revised CIPMM bylaws be accepted as presented.  
Carried.

### **3.3 Recognition of outgoing Board Members**

Steve Johnston took the opportunity to thank outgoing Board members who have made a significant impact to CIPMM's role in the federal procurement and materiel management community. Outgoing Board members Roloin Vestch, Lorna Kettles, and Elaine Ford were acknowledged for their time and effort. Their contributions have been greatly appreciated and they will be missed.

Framed certificates were presented to all outgoing CIPMM Board Members.

### **3.4 Presentation of the Slate of Officers for 2012-2013**

The Proposed Slate of Officers for 2012 – 2013 is as follows:

Steve Johnson, President  
Gabriel Cormier, Vice President  
Stephen Smye, Secretary / Treasurer  
Sharon Chamberlain, Past President  
Lynn Morris, Director  
Al Pilcher, Director  
Chris Clark, Director  
Rosa Paliotti, Director  
Gary Jeddrie, Director  
Colleen Sawatzky  
Jean-Claude Azar  
Sherry Robinson

**MOVED** by AJ Wittinger, seconded by Élène Fromanger to accept the President's Report and Slate of Officers as presented.  
Carried.

## **4. Treasurer's Report**

Stephen Smye (CIPMM Treasurer) reviewed the audited financial statements for the period ending December 31, 2011, and the Independent Auditors' Report from Parker Prins Lebano.

Stephen reported that CIPMM generated \$58,363 revenue over expenses for the year 2011. Stephen also reminded the Board that CIPMM does have a \$60,000 contingency fund should the Institute need to disband in coming years.

**MOVED** by Élène Fromanger, seconded by AJ Wittinger that 2011 CIPMM Audited financial statements be approved as presented.  
Carried.

**MOVED** by Élène Fromanger, seconded by Gary Jeddrie that Parker Prins Lebano continue as CIPMM Auditors for the 2012 fiscal year.

## **5. Adjournment**

**MOVED** by Gabriel Cormier, seconded by Steve Johnston to adjourn the meeting.  
Carried.