



Canadian Institute
for Procurement
and Materiel
Management

Institut canadien
d'approvisionnement
et de gestion
du materiel

2017 ANNUAL GENERAL MEETING MINUTES

JUNE 7, 2017

OTTAWA CONFERENCE AND EVENT CENTRE

Vincent Robitaille, CIPMM President, chaired the 2017 CIPMM Annual General Meeting. Vincent Robitaille expressed the gratitude to the Board of Directors, recognizing their commitment to the Institute and to the professional community. Vincent congratulated the CIPMM Workshop Co-chairs, Melody Jeurond and Carolyn Montague on the successful delivery of the 2017 CIPMM National Workshop, noting an excellent program and good attendance.

WELCOME AND CALL TO ORDER

Vincent Robitaille welcomed everyone and called the meeting to order at 4:30 pm.

THE 2017 AGM AGENDA

MOVED by Carolyn Montague, seconded by Allan Cutler to approve the Agenda as presented. Carried

THE 2016 ANNUAL GENERAL MEETING MINUTES

MOVED by Patricia Slaunwhite, seconded by Carolyn Montague to approve the May, 2016 Annual General Meeting Minutes as presented. Carried.

THE 2016 / 2017 ACHIEVEMENTS REPORT

This was a successful year for CIPMM as we expanded the availability of professional development opportunities for procurement and materiel managers from coast to coast to coast by organizing successful workshops in Halifax and Winnipeg. Both of these workshops were well received and attended by the local communities. It was an impressive undertaking for CIPMM with significant dedication of efforts and resources.

The quality of our events also kept improving. The organizing committee for the 2017 National Workshop prepared an outstanding program, with innovations such as Master Classes, Speed Mentoring and Portfolio Breakfasts. The theme for this year, Connect Grow and Learn perfectly encapsulated the essence of our strategic objectives:

Connect: to provide outstanding networking events, beyond the normal boundaries of your job;

Grow: to develop yourself as an individual;

Learn: to get access to leading edge ideas and training in the field OF procurement and materiel management.

It was noted that the overall feedback, received onsite was very positive; delegates were impressed by the quality of presentations and speakers. There were many new interesting elements that contributed to the success of the event.

CIPMM'S role as a though leader was recognized and called upon, notably by through requests to provide advice on green procurement, procurement modernization, the role of the Chief Procurement Officer as well as the future competencies required for a successful community.

Finally, we set the stage for the years to come. We recruited high-energy board member and identified key initiatives for the years to come and begun work on our new web presence and our mentorship program. CIPMM is well positioned to build on its success and continue to be at the center of a strong procurement and materiel management community.

THE 2017 / 2018 PRIORITIES

The following priorities were identified:

- Prioritize business development to expand the number of professionals using material created by CIPMM and attending our event. Ensure that these activities diversify the source of revenue for the Institute.
- Continue to improve the premier event of our Community, the Spring National Workshop in Ottawa.
- Organize 2 regional workshops for 2017-18 (Quebec and BC).
- Complete the transition to a modern web presence.
- Establish an interdepartmental mentoring program for procurement and materiel management officials.
- Organize a series of learning events in the National Capital Area.
- Promote and support research in the field of procurement.

THE 2017/2018 SLATE OF OFFICERS

The Proposed Slate of Officers for 2017/ 2018 was presented as follows:

EXECUTIVE:

President – Vincent Robitaille
Past President – Steve Johnston
Vice President - Carolyn Montague
Vice President – Melody Jeurond
Treasurer – Grant Bifolchi

DIRECTORS:

Patricia Slaunwhite
Jason Weatherbie
Jessica Sultan
Laura Clowater-Peters

Caroline Landry
Allan Cutler
Michael Anderson
Blair Hurd
Sabina Faust
Heather MacDonald

MOVED by Blair Hurd, seconded by Jessica Sultan to approve the Slate of Officers for 2017/2018 as presented. Carried.

TREASURER'S REPORT

Vincent Robitaille, CIPMM President, presented the Audited Financial Statements for the period ending December 31, 2016. No questions or comments were received on the statements as presented.

This year has been excellent for CIPMM. Our 2016 National Workshop was a great success, achieving the largest attendance (558 attendees) in recent years and achieving a final Workshop Surplus of \$124,688.49. Our financial position, during the year, was therefore improved, as the Institute produced total revenues of \$411,000 compared to \$322,000 in the previous year and an excess of \$32,000 instead of a deficit of \$7,000.

MOVED by Carolyn Montague, seconded by Grant Bifulchi to approve the 2016 CIPMM Audited financial statements as presented. Carried

MOVED by Blair Hurd, seconded by Heather MacDonald to appoint Parker Prins Lebano as the auditor for FYE 2017. Carried

ADJOURNMENT

MOVED by Vincent Robitaille, seconded by Laura Clowater-Peters to adjourn the meeting at 5:00 pm. Carried