



Canadian Institute
for Procurement
and Materiel
Management

Institut canadien
d'approvisionnement
et de gestion
du materiel

ANNUAL GENERAL MEETING
June 6th, 2019
OTTAWA CONFERENCE AND EVENT CENTRE
Ottawa, Ontario

1. WELCOME AND CALL TO ORDER

Carolyn Montague, incoming CIPMM President chaired the meeting. Carolyn Montague welcomed everyone and called the meeting to order at 4:00 pm.

Carolyn Montague thanked Vincent Robitaille for his leadership as the CIPMM President for the last three years. Carolyn Montague thanked the Board for their hard work and enthusiasm to help move forward the CIPMM programs.

Carolyn congratulated the CIPMM Workshop Chair, Melody Jeurond on the successful National Workshop, noting that it was a special 30th anniversary event for CIPMM.

2. APPROVAL OF THE 2019 AGM AGENDA

MOVED by Melody Jeurond, seconded by Blair Hurd to approve the Agenda as presented. Carried

3. APPROVAL OF THE 2018 ANNUAL GENERAL MEETING MINUTES

MOVED by Sean Crossan, seconded by Laura Clowater-Peters to approve the 2018 Annual General Meeting Minutes as presented. Carried.

4. PRESIDENT'S REPORT

Carolyn Montague provided an update on the CIPMM activities and programs, noting that the last 3-years had been very good for our organization. After years of budget constraints, the federal government removed many of the barriers (for example travel and hospitality caps) that previously limited the participation to our activities by federal public servants. Within this positive context, CIPMM's volunteers were able to greatly expand the reach and impact of our activities and achieve a very healthy financial position. In 2019, our activities can be summarized as follow:

- A 3-day National Workshop in Ottawa. The premier event for the federal procurement and materiel management professional in Canada.
- Two 1-day regional workshops in Toronto and Calgary with customized programs on latest trend and regionally relevant topics.
- A 2-day Fleet Management Workshop in Niagara Falls with the focus on fleet management and vehicle procurement.
- A mentorship program: where 50+ federal procurement officers are mentored by experienced leaders through group mentoring,
- A recruitment event: An event with the Treasury Board of Canada Secretariat to promote procurement.
- A series of topical learning events.

It was noted that all of these had met a significant success. Going forward, CIPMM will continue its effort to improve its communication strategy and web-presence - 2 areas where it did not achieve the progress it was targeting.

Carolyn Montague noted that she was proud of the work that CIPMM's volunteers had accomplished during the last year. Our organization has a greater impact and is in a better financial health than it has ever been, and we are convinced that it will achieve even more for our communities in the coming year.

5. TREASURER'S REPORT

Blair Hurd, CIPMM Treasurer, presented the CIPMM financial report, indicating that CIPMM was in an excellent financial shape and continued its financial growth. The highlights of the audited financial statements for the 2018FYE were presented as follows:

Total Revenue: \$709,630 (2017FYE - \$443,724)

Total Expenses: \$635,597 (2017FYE - \$485,778)

Net Assets: \$385,748 (2017FYE - \$294,098)

Excess (deficiency) of revenue over expenses for the year: \$74,033 (2017FYE – (\$42,054))

Variable rate GIC: \$60,000 (Prime rate less 2.6% expiry Feb 26, 2019). The certificate is held with the Bank of Montreal. The organization invested the funds on February 27, 2018, expiring February 27, 2019 at a variable rate of prime less 2.6%. The organization reinvested \$100,000 of funds in a Guaranteed Investment Certificate on March 6, 2019, expiring March 4, 2020, at a variable interest rate of prime less 2.7%.

MOVED by Blair Hurd, seconded by Carolyn Montague to approve the 2018 CIPMM Audited financial statements as presented. Carried

MOVED by Christine Lamarche, seconded by Kelly Hartle to appoint Parker Prins Lebano as the auditor for FYE 2019. Carried

6. APPROVAL OF THE 2019/2020 SLATE OF DIRECTORS

Carolyn Montague presented the Slate of Officers for 2019/2020.

EXECUTIVE:

President - Carolyn Montague (2019- 2021)

Past President – Vincent Robitaille

Vice President, Professional Development – Blair Hurd

Vice President, Advocacy and Outreach - Derek Bizewski

Treasurer - Christine Lamarche

DIRECTORS:

Melody Jeurond (2019 -2021)

Blair Hurd (2019 – 2021)

Laura Clowater-Peters (2018 -2020)
Allan Cutler (2018 -2020)
Derek Bizewski (2018 -2020)
Dominique Belanger (2018 -2020)
Sean Crossan (2018 -2020)
Richard Quinn (2018 -2020)
Guylaine Carriere (2019 – 2021)
Eve Corbin (2019 – 2021)
Kelly Hartle (2019 – 2021)
Christine Lamarche (2019 – 2021)
Catherine St. Louis (2019 – 2021)
Helas Uddin (2019 – 2021)

MOVED by Blair Hurd, seconded by Dominique Belanger to approve the Slate of Officers for 2019 / 2020, as presented. Carried.

7. OTHER BUSINESS

No other business was discussed.

8. ADJOURNMENT

MOVED by Laura Clowater-Peters, seconded by Melody Jeurond to adjourn the meeting at 4:30 pm. Carried