

The Minnesota Chapter of the Project Management Institute

2016 Annual Report

3/20/2017

Please Vote On The Bylaws!

- **The Bylaws were approved by you, our members in 4th quarter 2013**
- **The new Bylaws were forwarded to PMI global**
- **PMI global did not approve and requested changes**
- **In the course of making the changes, typos and clarifications were added**
- **Those changes have been made and the 2017 version listed on the web site has been approved by PMI global**

What Changed between 2013 and 2017?

- **Article IX – Meetings of the Membership had several changes to its sections (e.g. notifications went from 45 to 30 days)**
- **In the 2013 version there is no Article XI (it skipped from Article X to XII), which caused renumbering of subsequent Articles in the 2017 version.**
- **In the 2013 version there is Article XII (which is Article XI in 2017) changes notification from 45 days to 30 days.**
- **In the 2013 version there is Article XIV (which is Article XIII in 2017) adds, “Section 5. Unless superseded by law, dissolution of the Chapter entity must be approved by a majority of the members voting on the motion to dissolve.”**
- **Lots of minor typo and punctuation changes**

Questions?

Discussion?

Only members may vote.

Motion to, “Accept the Bylaw changes of 2017 as published”.

Second?

All in favor?

All opposed?

Terri Kimball
President and Chief Executive Officer

Richard Walker
Director at Large

Chris Doyle
President-Elect & Chief Operating Officer

Jerry Gomes
Director at Large

Suzanne M Schanno
Past President and Chair of the Board

Rich Walker
Director at Large

Michelle Maas
Director of Finance

Alexandra Wincell
Director at Large

Judy Juhl
Director of Governance and Board Secretary

Chris Doyle
President & Chief Executive Officer
president@pmi-mn.org

Mohamed Diab
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Joe Perzel
Director at Large
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Denise Pech
Sponsorships Chair

Alisha Walter
Volunteers Chair

Brandon Olson (MN) & Mark Molesworth (ND)
Community & Outreach Chair

Harry Spinks
PDD Chair

Mohamed Diab
Membership Chair

Richard Mace
Marketing & Communications Chair

Dianne Petersen
Programs Chair

Manish Kara
Professional Development Chair

Geraldine Marks
IT Chair

Dianne Petersen

Programs Chair

chairprograms@pmi-mn.org

Brandon Olson (MN) & Megan Stoner (ND)

Community & Outreach Co-Chair

chairoutreach@pmi-mn.org

Janice Pyka & Matt Nelson

Membership Chair

chairmembership@pmi-mn.org

Open

Sponsorships & Partners Co-Chair

Chairsponsorship@pmi-mn.org

Manish Kalra

Professional Development Chair

chairprofdev@pmi-mn.org

Judy Juhl and Rich Walker

PDD Chair

chairPDD@pmi-mn.org

Rico Mace

Marketing & Communications Chair

chairmarcomm@pmi-mn.org

Chris Pierce

Volunteer Services Chair

chairvolunteer@pmi-mn.org

Corrin Duque

Chair IT

chairit@pmi-mn.org

Membership Category	Number of Members
Renewing Members	2370
New Members	970
TOTAL	3340
Growth Rate*	4.0%
Retention Rate*	73.6%

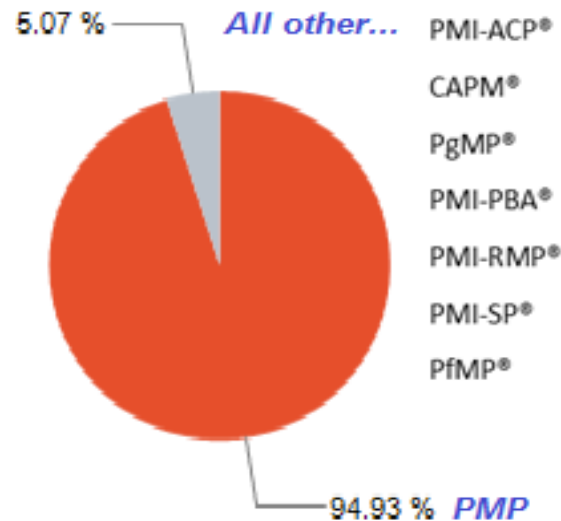
* Source: Ron McDonald, PMI Chapter Partner 1/10/2017

PMI® offers eight different professional certifications

PMI-MN Member Credential Summary 3/2017

Credential	Credential Count
PMP®	2,380
PMI-ACP®	59
CAPM®	40
PgMP®	13
PMI-PBA®	6
PMI-SP®	3
PMI-RMP®	3
PfMP®	3
Total	2,507

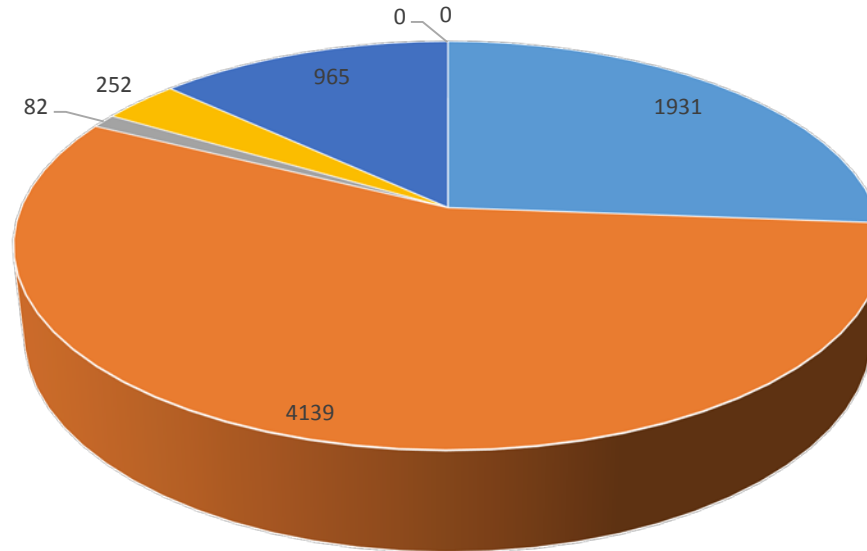
**PMI-MN
Credential Holders**



**About 75% of our chapter members hold certificates
There are more than 660,000 professionals with PMI certification worldwide**

- **Monthly Communication with Members**
 - 12 newsletters and 12 eblasts
 - Member recognition monthly (new members, new credentials)
 - Renewal notice (60 day advance)
 - Welcome letters to new members
 - LinkedIn Group
- **Breakfast and Dinner meetings (Jan-Nov)**
- **Education Seminars (5)**
- **Webinars (11)**
- **PMP Exam Prep Class 4 times per year**
- **PDD 4-Day Conference every September**

- Outreach Events Held In 2016:
 - Bismarck (2)
 - Grand Forks (4)
 - Fargo/Moorhead (4)
 - Duluth/Superior (4)
 - St. Cloud (6)
 - Mankato (2)



- LinkedIn Company - Project Management Institute of Minnesota (PMI-MN)
- LinkedIn Group - PMI-MN: Project Management Institute - Minnesota Chapter
- LinkedIn Group - Construction and Engineering Practitioner Community (CEPC)
- Facebook - Project Management Institute Minnesota Chapter
- Twitter - Project Mgmt Inst MN
- Instagram - pmi_mn
- Google+ (inactive)

Mission

PMI-MN's mission is to provide value to members and the community through opportunities for career development and to advocate the advancement of the project management profession and its disciplines.

Vision

PMI-MN will be recognized globally as a premier, best-in-class, innovative community of project managers who embrace world class practices.

Strategic Focus

<p>Strategy: Improve Volunteer Engagement and Succession Planning</p> <p>Measures: Increase volunteerism and volunteer retention by 8%</p> <p>Initiatives:</p> <ol style="list-style-type: none"> 1. Onboarding kit 2. Improve VRMS experience 3. Increase survey response regarding engagement 4. Improved transition training 5. Improved team coaching 	<p>Strategy: Increase Communication and Brand Visibility</p> <p>Measures: Increase website and social media traffic by 10%</p> <p>Initiatives:</p> <ol style="list-style-type: none"> 1. 2 radio ads 2. Market Surveys and Membership Analysis 3. 2 high school job fairs 4. PMI EF / BSA Northstar program 	<p>Strategy: Improve Member Experience and Enhanced Services</p> <p>Measures: Improve Net Promoter Score by 10%</p> <p>Initiatives:</p> <ol style="list-style-type: none"> 1. Practitioner Community formed for Manufacturing and Lean Six Sigma 2. Construction tracks and seminars 3. Joint member / volunteer get-togethers
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	2014	2015	2016	3 Year Average	Change for 2016
3000 - Event	622,670.65	503,852.75	571,560.40	566,027.93	0.98%
3010 - Membership	99,026.49	98,405.00	102,205.00	99,878.83	2.33%
3200 - Sponsorship	10,470.00	21,781.45	37,685.00	23,312.15	61.65%
3220 - Vendor	32,631.50	26,168.75	0.00	19,600.08	0%
3230 - Other Income	462.06	-325.00	0.00	45.69	0%
3900 - Interest Income	244.02	118.97	119.34	160.78	-25.77%
Total	765,504.72	650,001.92	711,569.74	709,025.46	0.36%

- **Membership Dues account for about 14% of our Income; allowing us to offer lower fees for students and retirees**
- **“Vendor” revenue (~\$24.2K) was shifted to “Certification” as a cost center offset in 2016**
- **PMI-MN is able to offer many opportunities for PDU and networking at no cost (e.g. Outreach, student programs, communities of practice)**

Assets

Current Assets

Checking	675,774.85
Savings	396,753.02
Accounts Receivable	932.29

Total Current Assets 1,073,460.16

Other Assets

Prepaid Expenses	3,400.00
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Total Other Assets 3,400.00

Total Assets 1,076,860.16

Liabilities And Equity

Current Liabilities

Accounts Payable	17,747.10
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Total Current Liabilites 17,747.10

Equity

Equity Beginning Balance	663,949.87
Retained Earnings	412,638.97
Net Income	-17,475.78

Total Equity 1,059,113.06

Total Liabilites and Equity 1,076,860.16

Very strong balance sheet

- **High liquid asset**
- **Low short term debt**
- **No long term debt**

We are budgeting some deficit spending

- **As a non-profit, we must meet PMI and IRS guidelines**
- **In the past earned more than we spent**
- **We raised our reserves to ensure multi-year calamity insurance**
- **We budgeted overspending to bring total equity inline with reserves**
- **Overspending is not sustainable and is being carefully managed**

Project Management Institute Minnesota Chapter Income Statement December 2016

	Jan - Dec 16	YTD Budget
Income		
3000 - Event	571,560.40	581,190.75
3010 - Membership	102,205.00	98,062.00
3200 - Sponsorship	37,685.00	21,856.00
3220 - Vendor	0.00	39,169.00
3900 - Interest Income	119.34	120.00
Total Income	711,569.74	740,397.75
Expense		
4000 - Facility Fees	39,123.54	49,953.00
4008 - Ticket Admin Fees	72,889.82	62,064.49
4009 - Food for Events	165,791.06	153,948.58
4010 - Materials	25,480.70	28,745.70
4020 - Merchandise	0.00	1,533.00
5000 - Contract Labor	137,921.98	161,000.00
5020 - Professional Services	135,913.46	171,218.00
5030 - AV/Equipment Rental	8,087.19	12,614.00
5100 - Office Supplies	1,118.76	509.00
5110 - Printing & Copying	16,822.27	14,962.67
5200 - Communication Services	5,500.82	4,355.00
5210 - Postage & Delivery	11,602.09	10,283.12
5301 - Meals	12,378.90	15,138.21
5302 - Airline Tickets	12,985.97	17,046.50
5303 - Car Rental / Taxies / Parking	11,470.26	16,350.87
5304 - Mileage	3,519.13	6,032.39
5305 - Lodging	19,482.57	16,394.62
5306 - Entertainment	1,000.00	500.00
5307 - Training	5,888.32	7,378.00
5308 - Gifts	8,954.07	5,199.67
5400 - Advertising	2,492.10	6,234.00
5401 - Website	8,482.87	19,081.00
5402 - Technology Services	15,688.43	
5450 - Fees & Insurance	853.79	477.00
5500 - Scholarships & Donations	1,000.00	8,700.00
5510 - Awards	912.23	5,190.25
5600 - Equipment Purchases	4,352.42	10,418.00
6300 - Misc Expense	0.00	273.00
Total Expense	729,692.75	805,590.07
Net Income	-18,123.01	-65,192.32

Changes

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- **Those changes have been made and the 2017 version listed on the web site has been approved by PMI global**



2nd?

All in favor?

All opposed?