

PMI SOUTHERN CARIBBEAN CHAPTER

HELD ONLINE - ON OCTOBER 17, 2024, AT 7:00PM

Attendance recorded:

Board Members

🌀 Glynis Alexander-Tam	- Immediate Past President
🌀 Janelle Kowlessar	- President
🌀 Kamla Rampersad- De Silva	- VP Finance
🌀 Warren Anderson	- VP StrategicAlliances
Ava Cunningham-Riley	- VP Education and Certification
🌀 Chayan Mohammed	- VP Publications
🌀 Anasa London	- VP Volunteerism and Special Events
🌀 Rupert Ramharack	- VP Compliance
🌀 Trudy Superville	- VP Marketing & Sponsorship
🌀 Harricharan Harnarine Maharaj	- Corporate Secretary

PMI SCC Members

Daren Sookoo	Lystra Haynes
Mark Luk Pat	Kathryn Arjoon
Christopher Farquhar	Abdullah Khan (Abdullah)
Gregory Bourne	Shelly-Anne De Silva
Patricia Chin Cheong	Cynthia James -Cramer
Judith Miller-Cruickshank	Petersen Dukhan (Petersen)
Acklima Ali-Surujnath	Anthony DeFour - Howard
Gyasi Ambrose	Mindy Mason-Bernard
Cassandra Ramkerrysingh	Lisa Benjamin
Brent Hector	Marlon Troy Mohammed
Kemba Brooks	Janelle Alexander
Roger Jagdeo	Andrea Benjamin
Marissa Archibald (Marissa)	Ed Lively
Narayan Ramtahal	Tayedali Ali

1.0 CALL TO ORDER

The Twenty first (21st) Annual General Meeting of the PMI Southern Caribbean Chapter (PMI SCC) was called to order by Mrs. Glynis Alexander-Tam.

2.0 READING OF THE NOTICE CONVENING MEETING

The Corporate Secretary, Mr. Harricharan Harnarine Maharaj welcomed all members present to the 21st Annual General Meeting and read the Notice dated 3rd October 2024 which had been published on PMI SCC's website and circulated via e-mail to members.

3.0 CONFIRMATION OF 20th A.G.M MINUTES

Mrs. Alexander-Tam invited members to confirm the minutes of the 20th Annual General Meeting, noting that the minutes had been posted on the Chapter's website and were taken as read. Mr. Warren Anderson moved that the minutes be accepted. Ms. Lavaughn Selvon seconded the motion. The motion was carried.

4.0 PRESIDENT'S REPORT

Mr. Warren Anderson presented the President's Report on behalf of President Janelle Kowlessar, noting that she was unwell and unable to come to the microphone and had sent her apologies.

In delivering the report, Mr. Anderson highlighted the Chapter's eventful year including its 25th anniversary milestone; the mix of virtual and in-person events; key partnerships; volunteer programmes; new member recognition initiatives; progress in digital transformation (including online banking, digital payments, and use of Zoom for webinars); ongoing AI experimentation; and plans for deeper regional engagement.

Mrs. Alexander-Tam invited members to accept the President's Report. Mrs. Kamla Rampersad de Silva moved that the President's Report be accepted. Mr. Warren Anderson seconded the motion. The motion was carried.

5.0 FINANCIALS AS AT SEPTEMBER 30, 2023

Mrs. Glynis Alexander-Tam shared the audited financial statements on the screen and invited the auditor, Ms. Zalisha Bahadur-Singh of Madan Ramnarine and Company, to read the Auditor's Opinion.

Ms. Bahadur-Singh stated that the financial statements present fairly, in all material respects, the Chapter's financial position and cash flows for the year ended September 30, 2023, in accordance with IFRS for SMEs.

Ms. Alexander-Tam thanked the auditor and noted a typographical error in the date shown in the document displayed.

She then invited the VP Finance, Mrs. Kamla Rampersad-de Silva, to take questions from members.

Ms. Marissa Archibald raised a query regarding the date of the document, noting that the version posted on the website also reflected the incorrect year (2020). It was then determined that the incorrect report had been uploaded to the website.

Mrs. Rampersad-de Silva apologized for the error. She shared the correct document on the screen, walked members through the report and then invited further questions.

No additional questions were raised and Mrs. Alexander-Tam members to accept the audited financial statements. Ms. Shelly-Ann De Silva moved that the audited financial statements be accepted. Ms. Anasa London seconded the motion. The motion was carried.

6.0 ELECTION OF OFFICERS

Mrs.. Alexander-Tam reminded members that the election was conducted virtually via e-ballot, opening on 23rd September 2024, and closing on 27th September 2024. She identified the five (5) positions up for election and invited Mr. Warren Anderson to share the nominees and results of the elections detailed below.

POSITION	NOMINEES	NO. OF VOTES
President	Janelle Kowlessar	65 Yes, 1 No, 8 Abstain
VP Finance	Kamla Rampersad de Silva	71 Yes, 0 No, 3 Abstain
VP Membership	Lavaughn Selvon	72 Yes, 0 No, 2 Abstain
VP Education and Certification	Judith Miller-Cruickshank	68 Yes, 0 No, 6 Abstain
VP Special Events and Volunteerism	Anasa London	72 Yes, 0 No, 3 Abstain

Mrs. Glynis Alexander-Tam then introduced the newly elected directors and invited them to share brief remarks. She also thanked outgoing director, Ava Cunningham-Riley for her service to the Chapter.

7.0 APPOINTMENT OF AUDITORS FOR 2023- 2024

The VP Finance, moved a motion to re-appoint the current auditors Madan Ramnarine and Company, for the next financial period. Mr. Harricharan Harnarine Maharaj confirmed the motion and Ms. Shelly-Ann De Silva seconded. The motion was carried.

8.0 CLOSURE OF MEETING

Before closing the meeting, Mrs. Glynis Alexander-Tam invited members to raise any final questions.

Mr. Harricharan Harnarine Maharaj requested details on the end-of-year Chapter event.

VP Special Events and Volunteerism, Ms. Anasa London, responded and advised that the event was scheduled for 29 November at the Trinidad Hilton, and would begin at 5:30 PM with a cocktail hour, followed by awards and remarks, including recognition of 25-year members and members with over 10 years of service. She noted that only a limited number of tickets remained, with an early-bird discount of 10% available until 31 October after which the standard price will be TT\$700. Ms. London encouraged members to register early and attend the event.

Mrs. Alexander-Tam also encouraged members to participate and celebrate the Chapter's 25th anniversary and proceeded to close the meeting, thanking members for attending and thanking the volunteers for their hard work and service to the Chapter.

The meeting was then adjourned.