



1st Quarter 2009 Board of Directors Summary

PMI Phoenix Chapter

2009 Board of Directors



President – Doug Orlando
President-Elect/VP Operations/Secretary – Pamela Smith
VP of Communications – Greg Stoner
VP of External Relations – Carolyn Kesler
VP of Membership – Arthur Kenjora
VP of PMO – Jeff Davis
VP of Professional Development – Alika Victor
VP of Programs – Tom Kula
VP of Finance – Forrest Smith

2009 Strategic Leadership Meeting



- 2009 Board of Directors with facilitator, Sherri Thomas.
- Crafted 2009 Chapter Strategic Priorities
- Created 2009 Strategic Operating Plan to be uploaded to chapter website by 4/30/09

Strategic Priorities

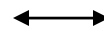
Tactics

**Dramatically Improve
Stakeholder Satisfaction**



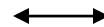
- Focused and enhanced commitment to improve member satisfaction and enable chapter growth.
- Provide communication forums regarding employment opportunities via Networking events
- Personal Touch Recruiting
- Provide significant number of opportunities for PDU attainment and PMP and other PM certifications via classes, Book Club, forums /symposium

Meet Financial Targets



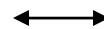
- Make the Budget
- Create opportunities for vendors and sponsors to support the chapters, Create fundraising events
- 18 month rolling outlook tactics – today vs. tomorrow
- Manage expenses and control costs to ensure most prudent use of chapter funds

**Drive Chapter Growth and
Retention**



- Attract and Retain Members through Value /Satisfaction
- Conduct strategic surveys and feedback sessions to implement most highly value added priorities to members
- Grow relationships with other Chapters share experiences with PMI membership
- Currently offering 5PDM's/month... move to 4 breakfast PDM's (SW valley). Goal of 8 PDM's per month
- Anniversary Party in August (in Scottsdale)

**Improve Operational
Effectiveness**



- Increase marketing emphasis and engage Marketing Company by finalizing contract and managing to scorecard
- Align w/ PMI Global as we communicate metrics of the chapter
- Increase and improve Process documentation via periodic audits
- Establish Governance Council (RACI)
- Set PMO standards & best practices
- Launch PMO Portfolio Committee- Approving, Supporting Projects
- Implement Electronic Signature of Onboard Volunteer Documents
- Launch & Utilize Volunteer2.com tool

**Invest in Leadership
Development**



- Offer From 8 to 240 PDU's per year to members
- Launch Mentoring Program
- Career Development program
- Provide opportunities for members to present PMI benefits to corporations through the Outreach Teams
- Research/Member Contribution
- Develop Progression Plan for Leaders based on Development Goals 4



Program Title: PMI Phoenix Chapter Transition Dashboard - Overall



Program Manager	Pamela Smith - VP of Operations/Secretary
Executive Sponsor	Doug Orlando – President, PMI Phoenix
Overall Status	Green – On Schedule
Other key contacts (e.g. vendors)	All BOD Board Committees, All VP's

Program Definition / Scope / Key Assumptions

- PMI Phoenix Transformation into Value Added Brand for all Members. Goal to become Chapter of the year 2009. 100% Member Retention rate and 10% Growth Rate. Assist PMI Members to Find Jobs. 10 jobs for PMI members per month, Assist PMI Members to Attain PMP Certification, 5 new PMP's per month with PMI Phoenix's coaching and help.

Key Tasks/Milestones	Target Start Date	Expected Comp Date	%	Actual Date
Dramatically Improve Stakeholder Satisfaction	1/1/09	12/31/09	10	
Provide communication forums for employment opportunities				
Provide PDU PMP Opportunities				
Meet Financial Targets	1/1/09	12/31/09	10	
Make the Budget				
Create sponsorships fundraising				
Drive Chapter Growth and Retention	1/1/09	12/31/09	10	
Attract and Retain Members				
Grow relationships w/other Ch				
Improve Operational Effectiveness	1/1/09	12/31/09	10	
Marketing Company emphasis				
Manage to PMI Global Scorecard				
Launch PMO Portfolio				
Invest in Leadership Development	1/1/09	12/31/09	10	
Launch Mentoring Program				
Develop Progression Plan				

Program Issues / Actions (Owners)

- Need a documented revenue generation plan for each team to support the planned expenses. – All BOD Team VPs
- Need volunteers to assist with Sponsorships to increase revenue to balance expenses ; – Owner: Arthur Kenjora (Membership) / Pamela Smith (Operations support)
- Need Volunteers to be plugged into Teams; – Owner: Arthur Kenjora (Membership) / Pamela Smith (Operations support)

Program Risks / Mitigation Plan (Owners)

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PMI Phoenix Chapter and GITA



- Government Information Technology Agency (GITA) of Arizona.
- PMI Phoenix Chapter Leadership presented at GITA Orientation Training State PM Certification classes in January and March of 2009.
- PMI Phoenix Chapter is supporting GITA and increasing partnership.
- GITA supports Project Management Certification in State of Arizona.
- PMI Phoenix Chapter invited to participate in 3 more presentations in 2009.



Operations Summary

- **Functioning with Operational Excellence**
 - Continued initial alignment to PMI Global's new Performance Management Framework (PMF)
 - Renewed Annual Chapter Charter
 - Held 2009 Strategic Leadership Meetings
 - Held Monthly Board of Directors Meetings
 - Represented Phoenix chapter at LIM in Kuala Lumpur
 - 2009 Operations team: Karen Massie, Barbara Greenberg , Bill Coomer.
 - Continued chapter reporting efforts to PMI Phoenix Membership

Communications Summary

- Website Enhancements
- Sharepoint Hosting selection: Go Live expected May 2009
- Email/Access List Maintenance Completed
 - Chapter website administration access cleanup completed
 - Yahoo Groups Access Cleanup completed
 - Chapter email alias list sent to board for review cleanup
- On Going Support
 - Email Blast activity
 - Website Updates
 - PMI national DEP File upload

External Relations Summary

- **Bringing the value of Phx-PMI to the valley in corporate, community, academic outreach**
 - **Completed contract with Marketing / PR Firm Russ Christ**
 - Coordinating Efforts primarily around the Symposiums and Corporate Outreach
 - **Filled AVP External Relations Role with Geoff Green, backfilling Corporate Outreach Director Position**
 - **Networking Team has coordinated 3 events with plans for at least one event per quarter**
 - Promoting Diamondback event scheduled for July 27th
 - **Community Outreach team is working with Southwest Human Development / Easter Seals to plan a Walk with Me event on May 2nd**
(www.walkwithme.org)
 - **Academic Outreach team is working with ASU Student Organizations and Junior Achievement**
 - Working with JA on You're Hired Project in April
 - **Book discussion group: Completed reviews of "You Don't Need a Title to be a Leader" and "The Red Rubber Ball at Work"**
 - May discussion will be on "The One Page Project Manager". Jim Mueksch is our Book Club Outreach lead westbookclub@phx-pmi.org

Membership Summary

- 2508 Total Membership as of February 28, 2009
- Growth rate 3.55%
- Attrition rate YTD 3.3%
- Welcome new Director of Volunteer Services, Salil Kadam
- Development of volunteer2 volunteer tracking database
- Monthly new member orientation meetings
January, February, March
- Volunteer recruitment directive

Project Management Office (PMO) Summary

■ Chapter PMO

- Develop listing of chapter initiatives and projects
 - Facilitate Setting Project Priorities
 - New Director of PMO Standards and Processes – Steve Evans
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- 58 Projects on the Project List
 - 4 Communications
 - 10 External Relations
 - 10 Finance
 - 6 Membership
 - 5 Professional Development
 - 4 PMO projects
 - 10 Programs
 - 9 Operations

■ **Volunteers Are Needed!**

Professional Development Summary

- PMP Prep Course updated for upcoming release of PMBOK 4th Edition
- Quality Assurance audit for Instructors
- Certification Programs offered through the Chapter and Professional Development Partners
 - CAPM Prep Courses
 - PMP Prep Courses
 - PgMP Prep Courses
- Saturday Workshop Series offered
- Webinars offered
- Monthly Professional Development Meetings

Programs Summary

- **5 PDMs a Month!**
 - **POW (PDM On Wheels): 2nd QTR**
- **Anniversary Party for N. Scottsdale: Aug**
 - **PDM Speak-A-Thon: 4th QTR**
 - **PMI Phoenix Holiday Party: Dec**

2009 Attendance Averages

- **Phoenix Dinner Meetings: 93**
- **N. Scottsdale Evening Meetings: 52**
 - **Scottsdale Breakfast Meetings: 17**
 - **Chandler Breakfast Meetings: 16**
- **Northwest Phoenix Breakfast Meetings: 17**

Finance Summary Q1 2009

Finance Mission

- The Phoenix PMI Chapter Finance Team complies with the fiduciary requirements of the Chapter's legal existence and serves as financial consultants to the Board of Directors and Teams or Committees as assigned to ensure the Chapter achieves its financial objectives and commitment to our Members.

Finance – Balance Sheet Q1 2009

PMI-PHOENIX CHAPTER INC. CONSOLIDATED BALANCE SHEET			
First Quarter of Each Year			
	2009	2008	2007
	Total	Total	Total
ASSETS			
Current Assets			
Bank Accounts			
Bank of America	46,659.27	40,676.73	15,767.96
Bank of America 2631	25		
CD 1145	45,021.14	43,426.22	41,912.60
CD 3633	13,902.83	13,614.76	13,290.58
CD 4172	14,100.59	13,807.89	13,515.89
Paypal	0	0	18,446.30
Total Bank Accounts	\$119,708.83	\$111,525.60	\$102,933.33
Depreciation	-261.19		
Total Equipment	1,044.73		
Total Fixed Assets	\$4,010.78	\$4,150.78	
TOTAL ASSETS	\$123,719.61	\$115,676.38	\$102,933.33
Equity			
Net Assets	139,804.27	114,527.96	106,984.34
Net Income	-16,084.66	1,148.42	-4,051.01
Total Equity	\$123,719.61	\$115,676.38	\$102,933.33
TOTAL LIABILITIES AND EQUITY	\$123,719.61	\$115,676.38	\$102,933.33



Finance - Consolidated Statement of Cash Flows			
Q1 2009			
First Quarter of Each Year			
	2009	2008	2007
	Total	Total	Total
OPERATING ACTIVITIES			
Net Income	-16,084.66	1,148.42	-4,051.01
Adjustments to reconcile Net Income to Net Cash provided by operations:			
Net cash provided by operating activities		\$1,148.42	
INVESTING ACTIVITIES			
Computers		-2,844.86	
Equipment		-1,305.92	
Net cash provided by operating activities	\$ -16,084.66	\$ -4,150.78	\$ -4,051.01
Net cash increase for period	\$ -16,084.66	\$ -3,002.36	\$ -4,051.01
Cash at beginning of period	135,793.49	114,527.96	106,984.34
Cash at end of period	\$119,708.83	\$111,525.60	\$102,933.33

