



Wideman Education Foundation
Advancing project management skills
"Great oaks from little acorns grow"

2216 West 21st Avenue, Vancouver, BC, V6L 1J5
Charity #82459 4121 RR0001

WIDEMAN EDUCATION FOUNDATION

ANNUAL REPORT

2009

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AGENDA
Annual General Meeting, March 9th, 2010
To be held at BC LDB Head Office, 2625 Rupert Street, Vancouver

1. Confirmation of Quorum
2. Approval of Minutes of 2008 Annual General Meeting (held 2009)
3. Presentation of Annual Report for 2009
4. Budget – 2010
5. Nominations and Election of Foundation officers
6. Other business
7. Special thanks
8. Adjourn

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Rev. 3/16/09

**Minutes of 2008 ANNUAL GENERAL MEETING,
held February 11th 2009 at 2216 West 21st Avenue**

In Attendance: Max Wideman, Secretary
Li Yang, Treasurer
Joan Vincent, Director Promotion
Drina Allen, Guest
Piotr Mazur, Guest
Harbhajan Parhar, Guest

Apologies: Vijay Verma, Andrew Gemino
In the absence of Chairman Verma, **Joan Vincent took the chair**
Joan welcomed guests: Drina, Harbhajan, and Piotr

The following **AGM agenda** was approved:

1. Confirmation of Quorum
2. Approval of Minutes of 2007 Annual General Meeting
3. Presentation of Annual Report for 2008
4. Budget - 2009
5. Nominations and Election of WEF officers
6. Other business
7. Adjourn

1. A quorum of WEF Directors was present and AGM started at 6:10 PM

2. AGM 2007 Minutes approved unanimously.

3. Annual Report for 2008, prepared by Joan received.

Max suggested that the Report should recognize donor categories. In this case, Karen Tate of Griffin/Tate Group for donating the Project Management Memory Jogger Pocket Guide for distribution to the 2008 competition student finalists, retail value approximately \$450Cdn. Discussion ensued as to how donations "in kind" should be treated for tax receipt purposes. **Li** will investigate Federal regulations. **Annual Report approved unanimously** subject to the foregoing. **Max** agreed to post amended Annual Report on the WEF web site.

4. Budget – 2009 prepared by **Li** received. **Li** noted that \$50 had been included for miscellaneous expenses such as postage, but that otherwise WEF needed to raise a minimum of \$700 to balance this year's budget after the projected 2009 competition expenses. **2009 Budget approved unanimously.**

5. Nominations and Election of WEF Officers: All existing directors having agreed to stand for 2009, the slate was approved unanimously.

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5.1 Number of WEF Directors: In accordance with C&BIs Article 25(2), **Max** proposed that the number be set at 11. Seconded **Li**. **Approved unanimously.**

5.2 Appointment of New Directors: Max proposed that **Drina Allen, Piotr Mazur, and Harbhajan Parhar**, being willing to join the WEF Board as Directors, be **duly appointed**. Seconded **Joan**, **approved unanimously.**

6. & 7. Other business: There being no other business for the AGM, the meeting was adjourned at 6:40 PM

Recorded by:

Max Wideman, Secretary

Introduction to Annual Report for 2009

The Wideman Education Foundation ("WEF" 2007) is a registered charity tax-exempt status under the Canadian Federal Government Income Tax Act. WEF offers a win-win opportunity for donors and sponsors with a simple value proposition:

- Project competitions that introduce high school students to basic project skills and experience
- Identification of enthusiastic students capable of teamwork and leadership that benefit themselves, their families and communities
- Planting the seeds of a future project-ready workforce for companies in need of project talent

Our motto is:

"Great oaks from little acorns grow"

WEF Vision and 5 Year Goals Summary

To have the governance in place to allow self managed teams to operate a standard model competition through various educational establishments constrained only by funding and volunteers - including volunteers from previous competitions.

- To build a solid foundation of core processes and volunteers on sub committees to enable this
- To increase the number of University/School Board partnerships from the current one (SFU/Surrey School Board) to three.
- To move from random solicitation of donations to include a committed group of donors
- To move to an independent, fully maintained web site

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Members of the WEF Board as at December 31st, 2009

1. Vijay K. Verma, P.Eng., PMP – President
2. Joan Vincent – Vice President
3. R. Max Wideman, P.Eng., FPMP – Secretary
4. Li Yang – Treasurer
5. Maria Patten – Director, Promotion
6. Dr. Andrew Gemino – Director, SFU liaison
7. Drina Allen, Director at Large
8. Piotr Mazur, Director at Large
9. Harbhajan Parhar, Director at Large

Message from Vijay Verma, President

The Wideman Education Foundation (WEF) made good progress in 2009. In the spring, WEF held its second student competition at the Surrey Campus of Simon Fraser University for students in grades 10-12. Ten teams from five high schools in the Surrey district gathered at the campus to compete in this second annual WEF Project Management competition. The competition featured teams of high school students who produced short videos on why students should consider post secondary education. All finalists received a copy of the Project Management Memory Jogger pocket guide. Our thanks to Karen Tate of Griffin Tate Group of Cincinnati, Ohio for donating these pocket guides.

The event was jointly organized by the WEF, the Faculty of Business Administration and the School of Interactive Arts and Technology at SFU and supported by the West Coast Chapter of the Project Management Institute (PMI). A panel of judges featuring experienced project managers from the PMI West Coast Chapter evaluated the student's work. Those taking part deemed the event a great success.

In anticipation that the holding of the Canadian Winter Olympic Games in Vancouver in the spring of 2010 would prevent a WEF competition at that time, WEF and SFU held a "mini event" in the fall. This was heralded as a Project Management Career Speaker Event and was also held at the SFU Surrey campus. Fifty-one students from four schools in the district attended this highly successful event. All but eight of the students present were new to the campus and were excited by the environment.

In order to reach our goals, we felt the need to expand WEF board to 11 members. I am glad that in 2009, we were able to add four new board members with a variety of experience that will help the board in many directions. Towards marketing and promotion, Maria Patten developed a five-year plan with specific milestones for each year. The Board members were able to get some donations and we were able to increase our operating fund in 2009 by approximately \$1000.00. We must continue to work creatively and raise donations to increase funds in our foundation.

Our Board wishes to express special thanks to Dr. Andrew Gemino and Jennifer Ashton from Faculty of Business Administration, SFU Surrey Campus, for their hard work in organizing these events. I am also very grateful to the members of the WEF Board, the West Coast Chapter of

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PMI and all volunteers for their strong support, dedication, and continuing hard work. We look forward to continuing our relationship with SFU and to expanding our initiatives to include other institutions in the coming years.

Vijay K. Verma, President

Message from WEF Founder Max Wideman

Throughout the year members of the WEF Board continued to work hard to evolve the organization. The idea of basing the 2009 competition on YouTube-like videos was thought to be challenging and needed careful preparation and project documentation. The result, however, far exceeded expectations and was very rewarding for the students who got to use for the first time video cameras made available by SFU and high-end software generously made available short-term by Adobe. The idea of a mini-event, mentioned earlier, was formulated by Director Piotr Mazur and got the students in attendance thinking about their future.

During the year Maria Patten joined the Board and took on the role of Director of Promotion. Under her guidance, the Board looked to the future and developed a five-year long-range plan with specific steps to be achieved in each of the preceding years. In addition to the usual broad Vision, Mission and Goals, a number of specific long-term objectives were identified covering Organizational Development, Operational Development and Financial Development.

A sharp drop in interest rates on investments meant a corresponding drop in WEF revenue. However, fund raising was sufficient to cover the WEF activity outflow during the year.

Message from Andrew Gemino, Director SFU Liaison Wideman Education Foundation Project Management Competition (2009)

On Saturday April 25, 2009 ten teams from five high schools in Surrey gathered at the SFU Surrey campus to compete in the second annual Wideman Education Foundation (WEF) Project Management competition. The competition featured teams of high school students who produced short videos on why students should consider post secondary education.

The annual event was developed to support WEF's mission to raise awareness of project management skills among high schools students. The competition was the result of cooperation between the WEF, headed by Max Wideman, and the SFU Surrey campus headed by Dr. Andrew Gemino, Associate Director of the Business Faculty at Surrey. The student preparation for the event included three, half day workshops, coordinated by Jennifer Ashton from SFU Business and Andrew Drinkwater from SIAT, and culminated in a final day of presentations.

While the organizers saw the event as a great success for SFU and WEF, it was the students who took home the real prize. As Sammy Tsai, a student on the winning team noted, "it was a pleasure to participate in this competition; I learned more about project management and had a lot of fun completing the project with my teammates!"

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**Presentation of Awards at the West Coast PMI Chapter Dinner Meeting
Four Seasons Hotel**

Project Management Career Speaker Event

The Wideman Education Foundation and SFU presented a Project Management Career Speaker Event at the SFU Surrey campus on December 1, 2009. There were a total of fifty-one students from four high schools that attended this successful event.

The event kicked off with a hands-on activity where the students discussed what project management means to them. Then three of the high schools students who won the WEF Project Management Competition in 2009 spoke about their experiences while producing their winning video. This was followed by presentations from three SFU students who shared their projects that they completed at university.

Later in the workshop, WEF Board Member Piotr Mazur spoke about trends within the project management industry and where careers are headed. To conclude, Scott Speirs spoke about his project management role at Electronic Arts: a large video game company based in Burnaby.

Message from Maria Patten, Director Promotions

I joined to Board shortly after last years AGM and realised that we needed a vision for the next five years in order to be able to determine the amount of funds required to be raised. A summary of the vision and goals is included elsewhere in this report. As a result of the vision to grow the number of competitions over the next five years we decided to target fundraising for this year at \$10,000 to start building a foundation for the expansion. One area we need to fully understand in order to raise funds is the value proposition for potential donors. One of our directors recently made a presentation to a group of Small to Medium Business owners to get a better understanding of this and we were surprised with the feedback that they did not see the value proposition in Project Management for their organizations. At this point we need to take a step back and review this. Fundraising this year will be a challenge with the ongoing economic problems. We did have some very limited success last year with donations from independent Project Managers.

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We also made contact with the Ottawa based Canadian Coalition for Tomorrow's ICT Skills (www.ccict.ca/). A Coalition whose mission is to ensure that Canadian organizations can hire the information and communications technology (ICT) professionals they need, with the knowledge, skills and talents that meet the changing and diverse needs of this exciting field. CCICT members include employers, educational institutions, professional and industry associations, and other organizations with an interest in Canadian competitiveness. We see a lot of synergy between the two organisations going forward and a way to increase our profile. Several of the Directors met with the Executive Director, David Ticoll to discuss opportunities to work together and also attended a presentation on their work at the Segal School of Business. The Coalition has been instrumental in developing a core curriculum for ICT skills at the management level. The BTM is the first Canadian undergraduate university professional program to focus on producing leaders of technology-based change. The coalition also plans to hold a National ICT week later this year and we plan to participate.

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Financial Report from Li Yang, Treasurer**Wideman Education Fundation Income Statement
As of December 31, 2009**

Revenue	
Donations	\$ 2,057.61
Membership Fees	\$ 90.00
Interest from investments	\$ 1,741.29
Total Revenue	\$ 3,888.90
Expenses	
Student Competition award	\$ 1,500.00
Student competition expense	
Stationery	\$ 67.11
Memory Jogger shipment	\$ 100.93
Recognition plaque	\$ 39.20
Total student competition expenses	\$ 207.24
WEF brochures	892.5
Postage	24.18
Annual report filing	\$ 25.00
Fund raising books	\$ 46.20
2008 competition plague owing	\$ 33.60
Liabilities	
WEF SFU Speaker Event - Catering	\$ 100.17
WEF SFU Speaker Event - Refreshment	\$ 42.86
Total Expenses	\$ 2,871.75
Operating Fund Balance Beginning	2095.39
Operating Fund Balance Ending	\$ 3,112.54
Membership Account	
Membership account opening	\$ 50.68
Membership Dividend	\$ 2.04
Membership account closing	\$ 52.72

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Balance Sheet
As of December 31st, 2009

Operating Account	
Cash	3,255.57
Investment	
Term Deposit 12 month - Cashable 30 day lock-out	1,500.00
Term Deposit 12 month - Cashable 30 day lock-out	1,500.00
Term Deposit 12 month - Non-Redeemable	50,000.00
Other Asset	
Membership share at VanCity	52.72
Total Asset	56,308.29
Liabilities:	
	\$ 143.03
Restricted Fund	\$ 53,052.72
Operating Fund Surplus	\$ 3,112.54
Total	\$ 56,308.29

Donors in 2009

The WEF gratefully acknowledges support from the following donors:

Ms. Diane Burton	Radian Consulting Services
Mr. Tom Callen	
Ms. Nicole Gray	Walden University
Dipl.-ing Manfred Gutheins	
Mr. Parminder S Parhar	Renaissance Coffee
Ms. Sandeep K Parhar	Grade A Learning Centre
Ms. Karen Tate	The Griffin Tate Group, Inc.
Mr Wahl Tom	TW Systems Ltd
Mr. Vijay Verma	
Mr Max Wideman	

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WEF Budget 2010

WEF Policy: The total budget for the annual expenses is not to exceed the total income from fund raising and investments.

	2008		2009		2010
Revenue					
Fund raising and investments				\$3,888.90	\$5,000
Total				\$3,888.90	\$5,000
Student Competition					
Project presentation	Budget	Actual	Budget	Actual	Budget
Room rental	\$ -		\$ -		
Equipment rental	\$ -				
Stationery		\$ 117.86	\$ 50.00	\$67.11	\$80.00
Cash Award*	\$ 1,500.00	\$ 900.00	\$ 1,500.00	\$1,500.00	\$1,500.00
Award Plaques**	\$ 150.00	\$ 33.60	\$ 40.00	\$39.20	\$50.00
PMI chapter dinner presentation ***	\$ 200.00	\$ -	\$ 200.00	\$0.00	\$0.00
Gift for Project Manager	\$ -	\$ 100.00	\$ 100.00		\$100.00
PM Memory Jogger****	\$ -	\$ -	\$ 500.00	\$100.93	\$600.00
Contingency	\$ 50.00		\$ 110.00		\$100.00
Total Student Competition	\$ 1,900.00	\$ 1,151.46	\$ 2,500.00	\$1,707.24	\$2,430.00
WEF SFU Speaker Event					
Catering & refreshment			\$ 150.00	\$143.03	\$200.00
Annual report filing				\$25.00	\$25.00
WEF Brochure				\$892.50	\$0.00
Misc for postage etc.				\$24.18	\$50.00
Fund raising books				\$46.20	\$0.00
WEF domain registration & web hosting					\$100.00
Total				\$2,838.15	\$2,805.00

Notes:

- * Each team has up to 5 members, \$300 for each member.
- ** One plaque for the winning team/school. Certificate for each member. A letter and a certificate for the "project manager".
- *** Chapter may sponsor the dinner for the students. To cover all members of the winning team and one staff at their school.
- **** \$10/each, 50 students, plus \$50 shipping.

Nominations for WEF Board 2010

Position	Name
President	Joan Vincent
Past President	Vijay Verma
Vice President	
Secretary	Max Wideman
Treasurer	Li Yang
Director Promotions	Maria Patten
Director SFU Liaison	Dr. Andrew Gemino
Directors at Large	
	Tina Chahal
	Jette Helin
	Rob Goatham
	Mike Dewing

Note: Drina Allen, Director at Large, resigned following her husband successfully obtaining an overseas assignment for a couple of years. Drina hopes to rejoin the WEF when they return. We wish them both well in their latest venture!

Special Thanks: Vijay Verma will be stepping down this year as President. Vijay has been an outstanding leader for WEF. Using his extensive NPO experience he has enabled this organization in the ways of foundational documentation, governance, fundraising as well as always being willing to take on new challenges with an upbeat and positive attitude. We are very pleased that he will continue to lend his support as Past Chair.