



Project
Management
Institute®
Metro St. Louis

2020 ANNUAL REPORT

2021 STRATEGIC PLAN

Project Management Institute
Metropolitan St. Louis Chapter

The largest community of Project Management Professionals
in Missouri and Metro East Illinois

What is PMI?

Project Management Institute (PMI) is a not-for-profit professional association founded in 1969 by working project managers and is currently composed of more than 650,000 members and credential holders in over 185 countries. Our worldwide advocacy for project management is supported by our globally-recognized standards and credentials, our extensive research program, and our professional development opportunities. These products and services are the basis of greater recognition and acceptance of project management's successful role in governments, organizations, academia and industries.

Benefits of Membership

As a PMI member, you gain exclusive access to PMI publications, e-reads, project management global standards, tools and templates, online communities of practice, as well as leadership and volunteer opportunities. You'll also receive discounts on certification exams and renewals, in addition to professional development offerings.

What is PMI Metro St. Louis?

The Metropolitan St. Louis Chapter of PMI was founded in 1994 and consists of Project Managers living in the metropolitan area interested in furthering their professional knowledge and networking opportunities.

Our **Vision** is to increase the awareness and value of professional project management for practitioners and organizations in the community we serve.

Our **Mission** is to advance the profession of Project Management by creating a culture and community to facilitate professional development and volunteerism.

Benefits of Membership in Metro St. Louis Chapter

The greatest benefit we offer is the ability to network with over 2,000 other practitioners in the Metro St. Louis area! Other benefits will be outlined in the following pages, to include, but are not limited to:

- Discounts to Chapter sponsored programs (including Meetings, Certification Classes, Seminars, Workshops, etc.)
- Career Building Opportunities (Career Fairs, Career Networking Events, etc.)
- Award Winning Mentoring Services
- Volunteer Opportunities
- Leadership Opportunities / Training
- Professional Development Days



Brenda Murphy
PMP, PMI-ACP
President
2019-2020

President's Message

In 2020 the PMI Metropolitan St. Louis (PMIMSL) Chapter was faced with the challenge of Covid-19. Our PMIMSL chapter membership exceeded 2000 members at the beginning of 2020 and decreased approximately 15% based on Covid impacts.. We continue to offer value to our members in terms of events and other programs. We transitioned all our events starting in March to on-line meetings. We held chapter meetings, breakfast meetings, networking events, and a PMP/CAPM certification class virtually. We continue to review our on-site and virtual offerings to ensure that it is convenient for our members.

PMIMSL migrated to Office 365 in early 2020 which provided additional governance over our chapter email and document storage. As we migrated to on-line virtual events we were able to use TEAMS to host our events.

One of my passions is giving back to our community. Based on the impact that Covid-19 was having our community we hosted a food drive to our area food bank. We raised funds to support over 200 lbs of food that was donated to the St. Louis Food Bank. In addition, volunteers were able to do a drive by event to honor our veterans as part of the Great Honors Flight-Sea of Flags. This event honored veterans by giving them appreciation that they never received when they originally returned home from deployment. It is events like this that I have enjoyed.

PMI Metro St. Louis chapter is part of PMI Region 6 that has 8 states and 26 chapters. Every year, leaders from these chapters meet to discuss common challenges, share best practices and celebrate the PMI volunteerism with each other. This conference allow us the opportunity to engage and share ideas so that we can provide more value to our members. This year virtual events were held to share best practices.

It truly has been a pleasure to be your chapter President in 2019 & 2020. The board members are truly the BEST team of leaders I have worked with. Every board member volunteers countless hours to support our members and chapter and I value each and every one of them. This year has definitely had challenges but the team stepped up. We have FUN and I truly feel like they are my extended family. I look forward to serving as Past President in 2021. I look forward to working with Tonya Rivers, your new chapter President (2021-2022) and I am excited and confident that she will provide great leadership to the organization.

Thank you for the support and continue to volunteer! We currently could not do what we do without our volunteers. Since we are a 100% volunteer organization, we value our volunteers and always look for ways to have members become and stay engaged. Whether you have 1 or 10 hours per month, I urge you to volunteer for the chapter. Volunteering will not only give you the opportunity to contribute to our community while learning some new skills, but you'll also have some fun as well.



Tonya Rivers
PMP, PMI-ACP
President-Elect
2020

President-Elect's Message

The role of President- Elect is one that is intended to operate behind the scenes, observing the day-to-day activities of the current Chapter President and the Board of Directors. It is a role that requires keen listening and observations skills necessary to identify current challenges and have the astuteness of foreseeing what can be done in the future to best support PMIMSL Chapter Leaders, Our Chapter Members, and Our Community.

2020 Obstacles Met Successfully:

- Researched, recommended and implemented Microsoft Office 365 for the PMIMSL Chapter in February 2020.
- Led the migration of chapter historical documentation from an outdated version of SharePoint to the latest SharePoint platform available within Microsoft Office 365.
- Due to the COVID-19 Pandemic Shutdown, led the PMIMSL Chapter's implementation of virtual events initiated with the April 29, 2020 virtual offering "Agile Methodology and Use While Working With Remote Teams" utilizing Microsoft Teams .
- Triaged countless PMIMSL Chapter activities throughout the year.

It has been an honor to lead behind the scenes the transformation of our ways of working while our current Chapter President, Brenda Murphy, paved the way through unforeseeable obstacles as a result of a very quick pivot into our new normal of living and cautious interactions with friends, family, and colleagues. For each of us, this has been a time a time unimaginable. The PMIMSL Chapter worked together and today we still stand to serve you.

A Look Ahead – Plan for 2021

- Identify and implement additional opportunities to interact with our chapter membership and community especially during the remote era
- Increase the availability of relevant tools than can be quickly leveraged in our careers and daily lives
- Increase the amount of knowledge-sharing and mentorship for our members and community

The PMIMSL Chapter community is full of top talent and brilliant minds. We desire to connect and deliver value to every professional and upcoming professionals within our reach including but not limited to:

- Project Leaders (across all industries)
- Org. Change Management leaders & practitioners (OCM)
- Career Changers
- Life-long Learners
- College Students
- High School Students
- Middle School Students
- And many more

Here's to serving you!

www.pmimsl.org



Jody Rouggy, PMP
 VP, Programs
 2019 – 2020

PROGRAMS

Programs – Board of Directors 2020
 Senthil Kannimar – Director, Chapter Meetings
 Chitra Malarvannan – Director, Alternate Venues
 Sarah Roth – Director, Registrations

Monthly Chapter Meetings Our chapter meetings continue to be the largest program for the chapter. The overall strategy for our Program team is to increase attendance by bringing in high quality speakers that provide you something you can apply to your life. These meetings are considered to be the Chapter’s “marquee” events and include the Annual Business Meeting in February, a volunteer recognition celebration event in December, and other meetings covering great topics such as:

- 01/15 A Night with MODOT -- Lessons Learned from the St. Louis Downtown Improvement project, voted the Top Transportation Project of the Year** – Speaker, Brad Burnworth
- 04/29 Agile Methodology and Use While Working with Remote Teams** – Speakers, Tonya & Will Rivers
- 05/20 Conflict Resolution for Leaders: Learn Skills to go from Fight to Opportunity** – Speaker, Jenn Whitmer
- 06/17 Missouri State Covid-19 Response Strategy & Planning** – Speaker, Dr. Randall W. Williams
- 08/19 Project Management Principles in Action for Economic Development** – Speaker, Ronda Sauget
- 09/16 Joint Virtual Meeting with INCOSE (Systems Engineering Professional Society)! – Speaker, Kirk Kittel**

Virtual IPM Day Celebration: Hosted by the PMI Metro St. Louis chapter Nov. 5th. This event was a huge success as we celebrated the Project Management Profession. It was a night of fun entertainment, as well as hearing an amazing speaker who is one of the Founders of the PMI’s Project Management Professional (PMP) credential! The Keynote Speaker, Lee R. Lambert, PMP and PMI Fellow, presented “Strategic Design and Project Delivery – Bridging the Gap!”. Plus, we played a fun game of PMI Bingo! We wrapped up the event with recognition being given to the “Project of the Year” and the “Project Manager of the Year.”

PMI After Hour-Talks Events: Provided 4 events for members to choose from. One pre-Pandemic meeting in Maplewood, MO and one in O’Fallon, IL, with 2 Virtual After Hour-Chats The In-Person events allowed attendees the opportunity to network with colleagues from all industries in the Metro St. Louis area; and the Virtual Meetings provided interactive discussion between the speaker and attendees.

Breakfast Coffee-Talks Events: Provided 3 In-Person Breakfast Meeting venues and 3 Virtual Coffee-Talks which allowed members to hear from a variety of topics and speakers.

Looking toward 2021, The team will continue to seek quality Programs that will add value to our membership. We are dedicated to:

1. Offering programs that individuals can apply to both their professional or personal life;
2. Making each program *relevant*;
3. Reviewing our program offerings to ensure they are providing value and adding specific-requested programs where needed.

Go to our website at pmimsl.org and click “CALENDARS” to learn about the events, which will have you marking your calendars and attending the PMI Metro St. Louis events!

Event Type	Members	Guests / Vendors	Attendance
MO Chapter (In-Person) Meetings	121	12	133
Virtual Chapter Meetings	337	23	360
IPM Day (Virtual)	39	3	42
MO Breakfast(In-Person) Meetings	21	0	21
IL Breakfast (In-Person) Meetings	5	4	9
MO Networking (In-Person) Events	13	1	14
IL Networking (In-Person) Events	8	5	13
Virtual Coffee-Talks	38	1	39
Virtual After Hour-Chats	36	2	38
Total	618	51	669

Volunteers



Ananda Jayaraman, PMP
VP, Volunteers

*thank
you*

Once again – we begin with “Thank You!”

Our volunteers are the heartbeat of our organization, and almost 60 of you helped drive all the successful events hosted by our Chapter in 2020 during a very challenging and eventful year. COVID brought the world to a halt but our volunteers continued to stay engaged with our chapter activities.

In 2020, for the first time, our volunteer team operated at 100% capacity. Volunteer leadership team will remain unchanged with Sabi Singh continuing as Director, Recruiting and Trish Sandler, PMP continuing as Director, VRMS. I am sure they will make great impacts to the chapter by making meaningful process changes in the Volunteers team.

Continuing members of the VRMS Officers team are Gary, Arima, Deana and Nicole.

Continuing members of the Volunteer Ambassador team are Mary, Marina and Maura.

Thank you to all the volunteers who make this Chapter as great as it is – without you, we are nothing.

Volunteer Team

Director, VRMS: Trish Sandler, PMP
Director, Recruiting: Sabi Singh
VRMS Officer : Gary Lazaroff, PMP
VRMS Officer: Arima Sarkar, PMP
VRMS Officer: Deana Pape, PMP
VRMS Officer: Nicole Lenau, PMP
Volunteer Ambassador: Mary Tullock, PMP
Volunteer Ambassador: Marina Malkina, PMP
Volunteer Ambassador: Maura Harris, PMP

A Look Ahead – Plan for 2021

- 95% SLA on Position Postings
- Recruiting for Key Positions
- Plan for Volunteer Appreciation Events
- Improve Volunteer Recruiting 25%
- Improve Volunteer Retention 10%
- Improve Governance (100% VRMS)

PMIMSL’s volunteer impact is constantly spreading across The St. Louis metropolitan area, even though it was impacted by COVID. From Administration to Volunteers, and everything in between, our members took opportunities to use their skills, and develop new ones in our nine areas, which include:

- Administration & Governance
- Finance
- Membership
- Marketing
- Programs
- Communications
- Outreach
- Professional Development
- Volunteers

2020 Virtual Volunteer Appreciation Event - Dec 3, 2020



Volunteer Team of the Year

PROGRAMS TEAM

Volunteer of the Year

SENTHIL KANNIMAR

Communications



Shaun M. Simms, PMP
VP, Communications
2019-2020

I don't think any of us expected this year to go the way it did.

Our communications team rolled into 2020 excited to build on all the success we had laid in 2019. But, as COVID-19 fundamentally changed the way entire organizations functioned, we were forced to do what so many others had to - *pivot*.

Our team reacted quickly to communicating our new way of doing things, our new way of running programs, of volunteering, or engaging. We had to find ways for our communication to not get lost in the exponential increase of digital communication.

We ended the year by engaging more individuals than at the start of the year. Our Women in Project Management series continued to spotlight brilliant women who are impacting the area. The Emerging Leaders campaign showcased project leaders who were on the precipice of greatness. Beyond these successful campaigns, we created a campaign to showcase some of our amazing volunteers who work tirelessly to provide the best experience possible when interacting with PMIMSL.

I cannot say enough about the five women leaders who not only excelled at strategic planning in a chaotic year, but seamlessly executed our plan. A massive "thank you" to Donna and Laurie, who are finishing their term. For two years they put in countless hours, and without whom much of our communication (platform and campaigns) would not be here.

In 2021, we have four amazing women leading the Communications team. Rest assured, innovative communication and recognition will continue, and more individuals will be learning about who PMIMSL is.

Team

Director, Tech Ops: Donna Houseman, PMP
Director, Social Media: Laurie Schneider
Director, Campaigns: Melissa Abrams, PMP
Director, Marketing: : Martha Seibert, PMP
Director, Tech Strategy: Ena Kadric

A Look Ahead – Plan for 2021

- Continue "Women in Project Management"
- Continue "Emerging Leaders"
- Create new and engaging communication campaigns
- Improve social media impressions by 10%
- Continue Project and Project Manager of the Year

2021 Communication Leadership

- Director, Technology Ops: Jamie Glenn
- Director, Social Media: Jessica Sommerich, PMP
- Director, Technology Strategy: Ena Kadric
- Director, Campaigns: Melissa Abrams, PMP



Terry Farwell, PMP
VP, Membership
2020 -2021

Membership

Membership - Board of Directors 2020
VP of Membership – Terry Farwell
Director of Member Services – Lisa John
Director of Mentoring – Mellissa Scott
Military Liaison – Open

Membership – Focus on Regaining our Growth

The chapter started 2020 with 2000 members in January and our numbers continued to increase until the COVID 19 pandemic started impacting our membership. For 2020, we were challenged in the pandemic with both retaining our members and trying to grow our membership. This year we worked harder to regain our growth by working with our Communications team to improve our communications through our emails and other communications with our membership and PMI members in our area

Mentoring – Melissa Scott became our Director of Mentoring. She hosted our first virtual Mentoring event in 2020 in the summer. It was a big success. It allowed us to share with our membership what mentoring is and how they can participate. It increased both our mentors and mentees. Great job by this team!

Members Services. Lisa John joined as our Director of Member Services. Our membership table was in place at the beginning of the year to provide information about the chapter to those attending our chapter monthly dinners before we started virtual meetings. We held one virtual New Member Orientation presentation this past year in October provide information on the chapter and the benefits of being part of our chapter and volunteering. Our emails were increased with specific emails to reach out to our members and new members during this time. We also continued to use the Guest Pass program to target potential members who are starting out their careers but also through existing global members who are not chapter members.

Military Liaison. Was an open position and not filled during the 2020 year. This role reaches out to help transitioning military and veterans looking for a project management career so this was done by volunteers as this year as needed.

Our membership decreased from 2002 on 1/1/2020 to 1720 on 12/31/2020 with a retention decrease from 80.98% to 73.2%, respectively.

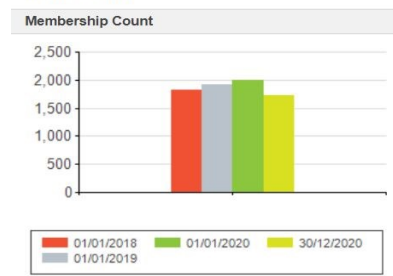
A Look Ahead – Plan for 2021

- Renew our focus on retention and growth by exploring new ways to show our value to our membership by improving and expanding our communication with membership.
- Expanding our virtual events for Member Services, Mentoring and Military to give our members more flexibility.
- Continue our New Member Orientation Meetings twice a year in the spring and fall. Provide a link to the recorded presentation and presentation slides so we can onboard throughout the year.
- Continue to grow and improve our Mentorship program by offering more events and continue to track them.
- Increase contacts with Military veterans. The new Military Liaison will allow us to expand our progress in reaching out to veterans through local military organizations to show them the benefits of joining our chapter and how we can assist them as they transition out of the military into civilian life.

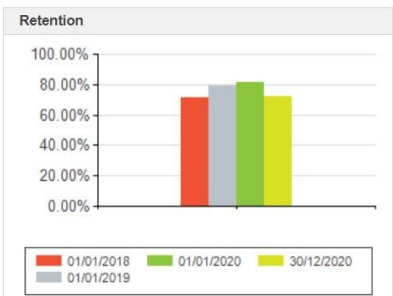
2021 Membership Leadership Team:

VP of Membership – Terry Farwell
Director of Member Services –Open
Director of Mentoring – Mellissa Scott
Military Liaison – Tracy Comer

Membership



Retention



OPEN

VP Professional Development
2019 - 2020

Professional Development

Professional Development – Board of Directors 2020

Vice President – OPEN

Director, Certifications – OPEN

Director, Seminars – Connie Mayta, PMP

The Professional Development Department is responsible for all training and educational opportunities where PMI Credential Holders earn ≥ 4 PDUs.

- PMP / CAPM Certification Exam Prep Classes (online)
 - PMI-ACP Certification Exam Prep Class (online)
 - PMI-PBA Certification Exam Prep Class (online)

A team was formed to hold a virtual PMP Certification Class. Several volunteers came together helping the chapter organize and facilitate our PMP/CAPM class that was held in the summer of 2020. Connie Mayta coordinated with all of the instructors and ensured the logistics were on track so that the classes would be successfully delivered.




Looking toward 2021: Connie Mayta was voted in as the VP of Professional Development for 2021-2022 term.

We will focus on:

- Partnering with other **professional** organizations, training providers, and educational institutions
- Offering additional methods related to attending certification prep classes, such as online
- Regular symposia events where we offer full day workshops on a variety of topics
- Regular seminars which will be **half-day to 1-day** events focused on a single topic
- Improving our recognition for new credential holders
- Broader collaboration and activities at the Agile Midwest conference

Administration & Governance



Will Rivers, PMP
VP, Administration
& Governance
2020 - 2021

Administration– Board of Directors 2020
Director, Metrics: Allison Devore
Director, Chapter Systems: OPEN
Director, Chapter Assets: OPEN

Operating behind the scenes, the VP of Administration & Governance is responsible for all administrative functions of the Chapter, including, but not limited to:

- Ensuring that filings required by the Missouri Secretary of State's office remain current
- Maintaining the PMIMSL Chapter's Board meeting minutes, Annual Report, Strategic Plan, and other Chapter documents
- Addressing policy and governance issues by ensuring that Chapter Bylaws and policies are enforced and that they are consistent with those of PMI
- Addressing any issues that may be brought against the Chapter or a Chapter member, and assisting in resolving Chapter conflicts

In 2020, we continued the concentrated effort to review, identify, and document our policies and procedures. This will remain an ongoing process, with a yearly review to determine any needed revisions.

We continued to track key metrics from other areas of the Board, adjusted where needed to add value to our Chapter members (i.e. additional breakfast/lunch meetings in areas more conveniently accessible), and to identify and reach potential new members.

A Look Ahead – Plan for 2021

- Provide a data dashboard for Chapter Metrics
- Implement Data Governance guidelines for better data privacy and security
- Standardized Policies and Procedures

PMIMSL's Administration and Governance team's focus is on continued protection of the private information of our Chapter members and maintaining compliance with the Project Management Institute. We strive to accomplish these core goals through continuous review and refinement of current Chapter's policies and procedures, implementing new policies and procedures from Project Management Institute, and staying abreast of current relevant issues. We welcome anyone who is looking for the opportunity to volunteer on our team who desires to help keep our Chapter and our members information safe and secure.

OUTREACH

Zee Glover Stone, PMP
VP, Outreach
2020 – 2021

Outreach – Board of Directors 2020
VP Outreach – Zee Glover Stone
Director of Academic Outreach – Michael Durbin
Director of Corporate Outreach – Rodney Kruse
Director of Community Outreach – Brian Smith

2020 has been a good year for the Outreach Team!

Academic Outreach

- Presented to high school students at St. Charles Center of Advanced Professional Studies program on project management topics
- Conducted a collaborative effort with Lewis and Clark Community College to present a series of breakfast meetings on various project management topics. We were able to successfully complete one before COVID.

Corporate Outreach

- Increased its stretch with an addition of 3 Corporate Ambassadors for corporations with a tremendous footprint in St. Louis – Mastercard, RGA, World Wide Technology
- Developed a monthly schedule to communicate with their organizations regarding PMI and PMIMSL events and industry news.

Community Outreach

- Participated in Operation Salute Parade with the Greater St. Louis Honor Flight providing a hearty cheers, smiles, enthusiasm, gratitude and honor to our World War II veterans. Due to COVID, Veterans were unable to fly to Washington, DC to visit the war memorials but the celebrations, honors and cheers were brought to them, right at their front door. The parades were covered by Channel 4 (twice), Channel 2 and Channel 11 local news stations.
 - [KMOV4 - Kirkwood residents throw a parade fit for a king to honor WW!! veteran](#)
- Organized and socialized a virtual food drive with a goal to donate 200 pounds of food to the St. Louis Food Bank. The chapter and social media support allowed us to exceed that goal by eight percent. This was the team's first virtual food drive. We used the online platform tool YouGiveGoods.
 - [PMIMSL Fight Against Hunger](#)

A Look Ahead – Plan for 2021

- Improve relationships with the corporations represented within PMIMSL and increase Ambassadors by 25%.
- Increase involvement within Academic reach by 25%.
- Improve our Community involvement of non-profits that align with PMIMSL and the PMI strategic vision.



FINANCE

UPDATED ON 31 DEC 2020

INCOME ACCOUNT	INCOME ACCOUNT DESCRIPTION
40000	PROGRAM EVENT INCOME
41000	PROFESSIONAL EDUCATION INCOME
42000	RECOGNITION SPONSORSHIP INCOME
43000	PARTICIPATION SPONSORSHIP INCOME
44000	INTEREST / DIVIDEND INCOME
45000	MEMBERSHIP INCOME
46000	INCOME ADJUSTMENTS
47000	HOSTED EVENTS AND OTHER INCOME

TOTAL INCOME:

ORIGINAL BUDGET	ACTUAL	PERCENTAGE OF BUDGET
\$29,100.00	\$8,135.00	28.0%
\$23,200.00	\$3,875.00	16.7%
\$17,050.00	\$0.00	0.0%
\$2,900.00	\$0.00	0.0%
\$350.00	\$97.96	28.0%
\$60,950.00	\$52,340.00	85.9%
\$0.00	\$0.00	0.0%
\$800.00	\$0.00	0.0%

\$134,350.00 \$64,447.96 47.97%

EXPENSE ACCOUNT	EXPENSE ACCOUNT DESCRIPTION
50000	PROGRAM EVENT EXPENSES
51000	PROFESSIONAL EDUCATION EXPENSES
52000	ADVERTISING, COMMUNICATION AND EQUIPMENT EXPENSES
53000	CHAPTER SPONSORED PROGRAMS
54000	CHAPTER MARKETING EXPENSES
55000	ASSOCIATED EVENT AND NEWCOMER EXPENSES
56000	OPERATIONAL EXPENSES
57000	TRAVEL, LODGING, MEALS, AND INCIDENTAL EXPENSES
58000	FINANCIAL EXPENSES
59000	MISCELLANEOUS EXPENSES

TOTAL EXPENSES

ORIGINAL BUDGET	ACTUAL	PERCENTAGE OF BUDGET
\$40,050.00	\$8,100.37	20.2%
\$17,580.00	\$74.60	0.4%
\$4,200.00	\$4,216.37	100.4%
\$12,500.00	\$700.00	5.6%
\$5,215.00	\$105.00	2.0%
\$24,650.00	\$1,411.24	5.7%
\$6,310.00	\$2,862.69	45.4%
\$15,975.00	\$55.55	0.3%
\$6,395.00	\$2,381.16	37.2%
\$1,475.00	\$273.77	18.6%

\$134,350.00 \$20,180.75 15.02%

BALANCED / OVER / (SHORT)

\$44,267.21

Your career. Your Network. Your Development.

Your PMI Metro St. Louis!



P.O. Box 6016
Chesterfield, MO 63006
www.pmimsl.org