



## Four Pillars

**Vibrant  
Community**

**Learning  
and Growth**

**Thought  
Leadership**

**Giving  
Back**

# PMI Queensland Chapter



# ANNUAL REPORT

FY 2021

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## FY2021 In Review (President and CEO Report)

FY2021 has been another successful year for PMIQld with continuing growth in our chapter partnerships, a return to some face-to-face events combined with virtual opportunities, underpinned by a stable and high performing volunteer cohort in the chapter. Following mid 2020's International Chapter of the Year recognition the chapter continued to focus on our four pillars: (1) to build vibrant community activities for project practitioners to be involved in; (2) providing member learning and growth opportunities; (3) providing partner connections that introduce new ideas to our community members, and (4) providing social good through innovative, community building volunteer opportunities for project professionals to give and grow through.

For our Project Professional community, FY2021 has continued to have flow on effects driven by COVID19. During the financial year the Qld Project Management industry experienced a strong rebound in activity with many PMIQld members & volunteers returning to pressured project timelines. Many organisations looked to recoup the relative inactivity of early to mid-calendar 2020 and this saw significantly increased demand for project professionals. Despite this, the years' activities have continued to be dominated by Queensland public health restrictions and punctuated by several periods of lockdown. Interstate travel continued to be impossible for much of the financial year, and Australia's borders continued to be effectively closed for the almost the entire period restricting business, personal and PMI connections outside Queensland to the virtual sphere only. Many industries continued to work with significantly higher work from home than the long-term trend seeing Project Professionals navigate their projects mostly in blended work models.

### CHAPTER EVENTS & PARTNERSHIPS

During FY21 (1 Jul 2020 – 30 June 2021) the PMIQ Events Team delivered ten professionally focussed core chapter member events along with an end of year Celebration 2020 event. Didn't we all deserve those end of 2020 Celebration Drinks together! Amongst this roster 40% of the chapter events were provided free to members (saving members ~ \$23-25 per event) and 70% of the chapter events provided a strong face to face component. With an engaging roster of presenters and partners this provided access to thought provoking content, digital access for almost every event, with face-to-face events featuring support from corporates providing processional venues. PDU opportunities were created across the talent triangle. Four hundred and seventy-six participant registrations were received across the eleven events.

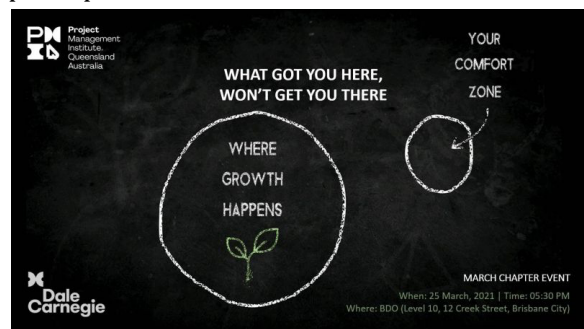
Core Chapter Events provided were:

- July 2020: Purposeful Project Management. 112 people joined this free for members zoom event (\$23 non members) with Danielle Duell from People with Purpose. Hot on the heels of Brisbane lockdowns, Danielle shared how each of us can bridge the gap between knowing and achieving our purpose in Project Management.
- Aug 2020: The Courageous Sponsor. PMI Australia / New Zealand Mentor and past PMI Melbourne President Annie Sheehan shared information from her newly published book "The Courageous Sponsor". In a free for members zoom event (\$23 non members) Annie distilled and shared decades of sage knowledge, along with memorable personal stories, gained across leading corporations including NAB, Telstra, JB Were, AXA, MLC Life, Walt Disney to name a few.
- Oct 2020: Project Management in the 21<sup>st</sup> Century. In an online event co-hosted with PMI Adelaide, Dr Greg Usher shared key findings of his research into Project Management, drawn from his upcoming book. Greg is an Executive General Manager of RPS and has managed over \$2B construction projects throughout Australia and the South Pacific.



## FY2021 IN REVIEW

- Nov 2020: The Impact of COVID-19 Crisis on Project Business + Chapter AGM. As PMIQ usually does, the chapter AGM featured a free for member face to face event (the first for most of calendar 2020) prior to the Annual General Meeting. HopgoodGanim kindly hosted time for networking followed by four panelists who shared their views on the impact of COVID19 on our Profession.
- Dec 2020: Almost 50 members joined us at Belezza Café in Creek St to celebrate a successful end to 2020. Having won the Chapter of the Year award earlier in 2020 this was our first opportunity to celebrate with members!
- Feb 2021: At the start of 2021 we kicked off our “Lifelong Learning” series with an engaging face to face event “Mindset 2021”. Over forty people joined Sarah Yip, Speaker and MD of Learning & Development company KEASE International. Thanks to the support of HopgoodGanim.
- March 2021: William Farmer, MD of Dale Carnegie, shared “What got you here, won’t get you there”. This face to face event hosted at BDO shared the secrets to how successful people become even more successful, with an audience of fifty participants.



- April 2021: Successfully Communicate and Create Meaning, with Faith Timbs: Change Management Explorer! To an audience of sixty five held at Talent International Faith shared engaging stories and a workshop format allowing participants to tell fanciful stories with impact to each other (parachuting giraffes anyone?). A wonderful top up on communication and engagement skills essential for all working Project Professionals.
- May 2021: Data & Governance – Driving Cultural Change. Attended by almost fifty people, this case study format event hosted at HopgoodGanim paired Alistair Innes from Amazon Web Services with Sasenka Abeysooriya from UQ. They shared how The University of Queensland (UQ) is establishing new capabilities to strengthen the governance and management of its data to enable change, in collaboration with Amazon Web Services (AWS).
- June 2021: Project Managers– Becoming Trusted Advisors. Hosted by BDO, Dale Carnegie’s William Farmer shared how to develop rapport & trust, design of solutions that advance stakeholder strategies, strengthening leadership and influence as well as managing resistance and conflict.



### ACADEMIC ENGAGEMENT

In addition to the Core Chapter Events, the Academic Engagement portfolio kicked off a couple of innovative new events for the first time in 2021. These events provided collaboration between PMIQ Project Professionals, Academics, and Students to show some of the breadth of research being done, as well as



## FY2021 IN REVIEW

exposing students to real life “Day in the Life” scenarios. PMIQ is also proud to continue to sponsor the PMIQld Prize in Project Management at Bond University as we have for many years, rewarding excellence in a gamified framework centred on PMBoK knowledge.

- Aug 2020: Project Management: Behind the Scenes. Over 110 students joined this zoom experience to hear three senior project practitioners share a day in the life of a working Project Manager.
- Nov 2020: Working together – Professors & Professionals. Leading project management academics Professor Craig Langston (Bond Uni) and Professor Robin Drogemuller (QUT) introduced leading South East Qld research into the i3d3 model for measuring project success, as well as Building 4.0 CRC targeting better buildings at lower cost.
- May 2021: Succeed! Real Graduates’ Stories. This event allowed current Project / Program management students to engage with the real life stories of two recent Project Management Graduates and to share in their early career experiences.

### PROFESSIONAL DEVELOPMENT

Not to be outdone, our Professional Development portfolio also provided a diverse range of face to face and digital experiences to help project professionals sharpen their skills throughout the year. Key events in the portfolio included:

- Career Club Clinics: The career club featured intensive clinics in July 2020, and again in October 2020. These intensive events provide 1 on 1 coaching for participants to sharpen their overall career focus and prepare with leading local career management professionals.
- Career Club Meetings: In addition to the intensive clinic format, Career Club hosted skills-based events in September (Online Career Club: A career Development Model); November (Career Self-Management); April (Career Storytelling) and June (How to write a winning resume).
- Scale Toastmasters: PMIQ continued their long association with SCALE Toastmasters, promoting the monthly Toastmasters events to allow PMIQ members to uplift their public speaking and presentation skills. There is a heavy overlap of members between SCALE and PMIQ, with many of our volunteer leaders also holding leadership positions in SCALE. We’re proud of the link.
- Lunch and Learn: May 2021 the Lunch and Learn format was revived after a layoff during COVID, with over thirty participants learning “How to use LinkedIn to grow your digital brand.”



## FY2021 IN REVIEW

- Certification Webinars: PMIQ continues to thank long term chapter member and amazing trainer Gina Davidovic from PM1World who continues to provide weekly Certification Information Webinars. Through the year we've seen many members gain certifications: something we continue to celebrate as a chapter whenever we can at events.
- Mentoring Program: 2020/21 we've had another great year for the mentoring program with over twenty participants matching up for a life changing year of mentoring!



### PM DAY OF SERVICE

For 2020/21, due to COVID our PM Day of Service was for the first time delivered in a virtual format. This saw a much more modest event proceed over several weekly workshops, letting approximately a dozen charities / not for profits engage with PMIQld participants in the virtual format. Our team did an amazing job to continue this community building event we look forward to every year.

### VOLUNTEERS, MARKETING & COMMUNICATIONS, DIGITAL & TECHNOLOGY, MEMBERSHIP

PMIQld continues to deliver all our services through our committed team of 100% volunteers. Everyone from our elected member representative board; CEO, COO, Executive Officer and Portfolio Associate Directors; and our teams of volunteers give their time totally free to PMIQld members. We do this to achieve PMIQld's Mission "To grow & support an inspired community of project professionals, helping members achieve their personal and career aspirations."

To support this excellent team of volunteers, our **VOLUNTEER PORTFOLIO** ensures all volunteers are matched to a portfolio that will build their skills and meet their passions. Together with our board the portfolio hosts an annual "Volunteer Day" early each calendar year to thank our volunteers with their families. The member representative board and executives also participate in an annual retreat each year to get to know each other and sharpen our skills and build our plans together, with support also from PMI Global.

**LEADERSHIP DEVELOPMENT:** Through 2020/21 we have also partnered with the Australian Institute of Company Directors to get specialist not for profit governance training to continue to professionalise our executive and board volunteers and assist these vital leaders in their own career growth. We view that modest investments into building the skills of our volunteer leaders, and thanking our volunteers publicly in front of their families, helps to grow the skills of those that support our members. We are always looking for new volunteers: from members willing to put themselves available for board representative positions, to those who greet us at chapter events, run out digital assets, or keep our various portfolios going.



## FY2021 IN REVIEW

At the end of this report you will see the volunteer leaders who have given to the chapter over the period, however these are just a portion of our overall volunteers.



Our **MARKETING AND COMMUNICATIONS PORTFOLIO** has also had a very active year. We've engaged much more deeply than ever before on Instagram, utilised profiles and video, and our network across all social media channels has seen great growth across the year (LinkedIn followers are up above 2500!). Members would have seen the quality of our digital promotions is a standard we would have once dreamed of!

Within **DIGITAL AND TECHNOLOGY**, we have delivered a "Digital Simplification" project that has rationalised multiple software assets including Dropbox, Joomla, Zoho Email and Calendar amongst many others with a move to the Microsoft 365 Suite. This has allowed us to modernise the facilities used by volunteers, and should allow further improvements into the future, whilst keeping our IT costs materially unchanged or even marginally lowered. The move to MS Teams alone has given value dividends for our volunteers through COVID.

Our **MEMBERSHIP PORTFOLIO** has also had an active year. We've revamped our membership welcome letters. At chapter events we're working to recognise members who've gained certifications. We're working on ways to better recognise members celebrating anniversaries. Our volunteers actively respond to queries or requests from prospective members as well as assisting existing members. We've also seen significant corporate memberships from organisations such as Boeing who then receive additional care through the portfolio.

### LOOKING AHEAD 2021-22

PMIQld is extremely well positioned for the future with a highly experienced Executive team, depth in our volunteers (but always room for more!), and a healthy transition of Executives stepping forward into our member representative board to position us for 2022 and beyond. Most of all we are firmly focussed on supporting the professional and personal growth of our members.

- At the time of writing, we have returned to face-to-face PMDoS with our event in Nov 2021 the biggest to date – over 200 people in the room, almost 40 initiative tables, and the introduction for the first time of a cocktail event for networking prior to the PMDoS day.
- Across 2020-21 we've grown depth in corporate relationships. PMDoS in Nov 2021 saw a strong financial and personnel commitment from several corporates, in particular BDO, who along with Boeing also had significant numbers of consultants across the room. Even with COVID's effects we've had venues provided from HopgoodGanim, TalentInternational and BDO. Along with BDO, PMDoS this year also saw sponsorships from Cooper Grace Ward Lawyers and Humanised Group.
- Our Executive Team have a well-constructed FY21-22 Business Plan that continues innovation across all our portfolios.
- Visible in the financial pages of this report, our chapter finances are in good shape to underpin further investments in member value in 2021/22.
- With the strengthened executive team, our 2021 board have spent time throughout 2020-21 building a strategic plan for the future. This is nearing readiness to engage with our executive in early 2022's annual leadership retreat.

## FY2021 IN REVIEW

We are continuing to focus on the PMIQLD mission: To grow & support an inspired community of project professionals, helping members achieve their personal and career aspirations. We will continue to centre our activity in the areas of our four strategic pillars (Create a Vibrant Community, Promote Learning and Growth, Provide Partner Connections, Social Good). Above all else, we value the support and peer relationships that continue to underpin our members and our shared community. We strive to increase value in our memberships: as our members underpin all our activities.

This report is presented on behalf of the Directors of PMI Queensland.

Liezel Pieters  
2020-21 Chief Executive Officer



Martin McKern  
2020-21 President



Report Dated 25 November 2021

## PMIQLD Financials

### FINANCIAL HIGHLIGHTS

Financial year FY2021 has been a solid year for Project Management Institute Queensland (PMIQ) financially despite the continuing Covid-19 global pandemic. PMIQ has adapted well to the new delivery of services in a Covid-19 safe environment. PMIQ has continued to invest in services and executive thought leadership while boosting our profile within industry through improving our recognition and skills of our members. This financial year PMIQ were unable to hold their signature event – Project Management Day of Service, in person.

We ended the year with a surplus of \$9,663. Our income from member dues is on par with that received in the previous year and continues to be the chapter's main income source. The Mentoring Program and Job Club also contributed to our revenues. PMIQ ended the year with a healthy bank balance of \$126K (an increase of \$13k from FY20) with current liabilities being \$3,376 with Reserves of \$127 per member.

Expenditure is down due to the virtual delivery of services, which along with corporate hosting of events has resulted in a decrease in event space and catering costs. Our self-sufficiency ratio (proportion of operating expenses that are covered by earned income) for this year was 17% (Income not from member dues of \$10,326 and expenses of \$61,314), illustrating in pandemic times our reliance on member due income. PMIQ has an Earned Income percentage of 15% of revenue and 85% Reliance Ratio on Member Dues income.

PMIQ's finances see us well placed to continue the delivery of services and investments to our members and the project community, particularly as we are likely to see some costs rebound in the coming year.

Jillian Vanderstoep

2020-21 Treasurer

November 2021



# PMIQLD FINANCIALS

## FINANCIAL REPORTS

The Special Purpose Financial Report for the year ended 30 June 2021 was prepared by our independent auditor, Simon Green of Levert Audit Services Pty Ltd. The Income and Expenditure and Balance Sheet statements follow, with accompanying notes in the Appendix.

### PMI - QUEENSLAND CHAPTER INC

#### INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2021

	2021 \$	2020 \$
<i>Income</i>		
Member dues	60,651.93	60,517.53
Membership Corporate	-	5,000.00
Sponsorship	-	10,000.00
Members meeting fees	3,885.00	8,224.00
Non-members meeting fees	2,817.57	7,459.00
Members mentoring program	2,100.00	2,550.00
Non-members mentoring program	800.00	1,000.00
PMIAC 2018	-	1,424.73
PMIAC 2019	-	8,660.07
Professional Dev - Job Club Clinic - Member	305.00	518.00
Professional Dev - Job Club Clinic - Non-Member	360.00	797.00
Members - lunch and learn	-	215.00
Non-members - lunch & learn	-	90.00
Interest	58.35	291.72
	<u>70,977.85</u>	<u>106,747.05</u>
<i>Expenditure</i>		
<u>Board expenses</u>		
Qld region meetings travel	105.05	100.49
R10 mandatory meetings travel	-	1,350.11
	<u>105.05</u>	<u>1,450.60</u>
<u>Chapter administration</u>		
Accounting and audit fees	1,483.18	1,480.00
Bank fees	134.22	15.00
Office of Fair Trading	57.60	56.60
PayPal fees	198.21	593.41
Postage and delivery	325.00	319.00
Software / cloud subscriptions	4,976.40	2,000.14
Supplies / consumables	1,234.05	1,267.69
Web hosting	5,258.38	7,338.10
	<u>13,667.04</u>	<u>13,069.94</u>



# PMIQLD FINANCIALS

	2021 \$	2020 \$
<i>Expenditure (continued)</i>		
<u>General</u>		
Conference / meeting room hire	9,419.67	29,364.14
Development (Volunteer)	9,226.80	2,219.00
Entertainment	673.50	1,350.00
Event food and beverage	12,848.18	4,639.45
Event venue hire	3,102.00	-
IT - website development	1,356.77	-
Marketing - merchandise	1,193.50	2,000.00
Membership - Name Badges	-	179.00
Mentoring program materials	3,645.00	3,420.00
Miscellaneous expenses	160.40	60.00
PMIAC 2019 website	301.54	1,084.93
PMIQ AUS conference seed funding	-	7,835.65
PMIQ toastmasters	660.00	-
Printing	-	655.35
Recognition awards / gifts	1,364.60	611.99
Refreshments	2,620.56	3,497.68
Speaker fees	-	8,728.00
Workshop / masterclass / training	970.02	-
	47,542.54	65,645.19
	61,314.63	80,165.73
Surplus / (deficit) before income tax expense	9,663.22	26,581.32
Income tax expense	-	-
Surplus / (deficit) for the year	9,663.22	26,581.32

# PMIQLD FINANCIALS

## PMI - QUEENSLAND CHAPTER INC

### BALANCE SHEET AS AT 30 JUNE 2021

	2021 \$	2020 \$
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and cash equivalents		
- Bankwest saver account	102,254.04	102,195.69
- Bankwest transaction account	21,518.98	9,077.75
PayPal accounts	2,405.94	1,915.67
<b>Total Current Assets</b>	<b>126,178.96</b>	<b>113,189.11</b>
<b>Non-Current Assets</b>		
Fixed assets		
- Office machines	3,556.95	3,556.95
- Accumulated depreciation	(3,556.95)	(3,556.95)
- Library	430.23	430.23
- Accumulated depreciation	(430.23)	(430.23)
<b>Total Non-Current Assets</b>	<b>-</b>	<b>-</b>
<b>Total Assets</b>	<b>126,178.96</b>	<b>113,189.11</b>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Payables	3,376.63	50.00
<b>Total Current Liabilities</b>	<b>3,376.63</b>	<b>50.00</b>
<b>Total Liabilities</b>	<b>3,376.63</b>	<b>50.00</b>
<b>Net Assets</b>	<b>122,802.33</b>	<b>113,139.11</b>
<b>MEMBERS FUNDS</b>		
Retained earnings		
- brought forward	113,139.11	86,557.79
- surplus / (deficit) for the year	9,663.22	26,581.32
<b>Total Members Funds</b>	<b>122,802.33</b>	<b>113,139.11</b>

# APPENDICES

## Volunteers

Many volunteers supported PMI Queensland in 2020-21. Without these committed people, we could not provide services to our members. Within the report appendix the members of our PMIQ Board, and PMIQ Executive Team are listed. These people all volunteer their time to support the work of PMIQ often to the extent that you would expect for a part time job.

Outside of these leaders, there is a large group of team members in each PMIQ portfolio who ensure members receive a professional experience from PMIQld.

We are always looking for extra volunteers from within our membership. Volunteering allows you to create deep professional relationships with your fellow volunteers, and develop your networks amongst members and the many, varied stakeholders of the PMIQld Community. It allows you to exercise and grow skills you might not yet have opportunity to grow in your professional employment. You also get to come to our exclusive Volunteer Appreciation Event every year where our Board and Executive Leaders look to host you and your families and thank all our volunteer community for the wonderful work they do on behalf of PMIQld members.

## Appendix: Notes to the Financial Reports

### PMI - QUEENSLAND CHAPTER INC

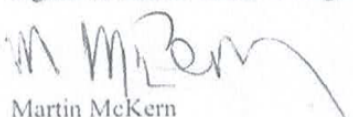
#### STATEMENT BY MEMBERS OF THE COMMITTEE

The Management Committee has determined that PMI - Queensland Chapter Inc ("PMIQ Chapter") is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements which are considered appropriate to meet the requirements of the *Associations Incorporation Act 1981 (Queensland)*. The Management Committee acknowledges and understands its responsibilities for the preparation of the financial report and maintenance of the underlying accounting records.

In the opinion of the Management Committee:

- a) the financial statements and notes set out on pages 2 to 7 present fairly the financial position of PMIQ Chapter as at 30 June 2021 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements;
- b) at the date of this statement there are reasonable grounds to believe that PMIQ Chapter will be able to pay its debts as and when they fall due; and
- c) all expenditure transactions recorded in the accounting records of PMIQ Chapter represent expenditure necessarily incurred in the pursuit of PMIQ Chapter's objectives.

Signed on behalf of the Management Committee:

  
Martin McKern  
President

  
Julian Vanderstoep  
Treasurer

15 September 2021

# APPENDICES

## PMI - QUEENSLAND CHAPTER INC

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

#### Note 1: Summary of Significant Accounting Policies

##### *Special purpose financial report*

In the Management Committee's opinion, PMI - Queensland Chapter Inc ("PMIQ Chapter") is not a reporting entity because there are no users dependent on general purpose financial reports. This is a special purpose financial report that has been prepared for the purpose of fulfilling the financial reporting responsibilities under the *Associations Incorporation Act 1981 (Queensland)* to the members and must not be used for any other purpose.

The financial report has been prepared in accordance with the recognition and measurement principles of Australian Accounting Standards and contains only those disclosures considered necessary by the Management Committee to meet the needs of the members.

The financial report has been prepared on an accruals basis and is based on historical costs.

The financial report has been prepared on a going concern basis which contemplates the continuity of normal operational activities and the realisation of assets and discharge of liabilities in the ordinary course of these activities. Normal operating activities are dependent upon the sourcing of income through membership dues, sponsorship and fees which the Management Committee has assessed as being a reasonable assumption upon which to prepare the financial report on a going concern basis.

##### *Accounting policies*

The following significant accounting policies, which are consistent with the previous year unless otherwise stated, have been adopted in the preparation of the financial statements.

##### a) Income

Income is measured at the fair value of the consideration received or receivable.

Income from the rendering of goods or services is recognised upon delivery of the goods or services to the customer.

Donations and fundraising activity income are recognised when received.

Membership related fees are recognised as income on receipt as no further service obligations are imposed upon PMIQ Chapter.

Interest income is recognised when received.

##### b) Expenditure

Expenditure represents liabilities for goods or services provided to PMIQ Chapter and are recognised upon incurrence of the liability and the receipt of an invoice.

##### c) Taxation

PMIQ Charter adopts the liability method of tax-effect accounting whereby the income tax expense shown in the income and expenditure statement is based upon the surplus / (deficit) from ordinary activities before income tax adjusted for permanent differences.



# APPENDICES

## PMI - QUEENSLAND CHAPTER INC

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

#### Note 1: Summary of Significant Accounting Policies (continued)

##### c) Taxation (continued)

A balance sheet approach is adopted under which deferred tax assets and liabilities are recognised for temporary differences between the tax bases of assets and liabilities and their carrying amounts in the financial statements. Non-member income is only assessable for income tax as member related income and expenses are excluded under the principal of mutuality.

Deferred tax assets are recognised for temporary differences and unused tax losses only if it is probable that future taxable amounts will be available to utilise those temporary differences and losses.

##### d) Cash and cash equivalents

Cash includes cash on hand, cash at bank and funds held in term deposits and cash management accounts that are readily convertible to cash on hand with an insignificant risk of change in value, which are used in PMIQ Chapter's cash management strategy.

##### e) Payables

Payables represent liabilities for goods or services provided to PMIQ Chapter prior to the end of the financial year and which remain unpaid.

##### f) Goods and Services Tax (GST)

PMIQ Chapter is not registered for GST. As such, all income and expenditure items are stated inclusive of any applicable amount of GST.

2021	2020
\$	\$

#### Note 2: Income Tax

*The prima facie tax payable on surplus differs from the income tax expense provided in the financial statements as follows:*

Surplus / deficit) before income tax	9,663.22	26,581.32
Income tax expense / (benefit) calculated at 27.50%	2,657.39	7,309.86
Net non-taxable / deductible items	(9,556.72)	(13,057.36)
Income tax loss not recognised / (utilised)	6,899.33	5,747.50
Income tax expense	-	-



## **PMI - QUEENSLAND CHAPTER INC**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021**

#### **Note 3: Mortgages, Charges and Other Security**

There are no mortgages, charges or other securities affecting the property of PMIQ Chapter at any time during the year, or as at or subsequent to balance date.

PMIQ Chapter did not have any contingent assets or liabilities as at 30 June 2021.

#### **Note 4: Matters Subsequent to the end of the Financial Year**

No matter or circumstances have arisen since the end of the year that has significantly affected or may significantly affect the operations of PMIQ Chapter, the results of those operations or the state of affairs of PMIQ Chapter in years subsequent to 30 June 2021.

## Appendix: Independent Auditors Report

Levert Audit Services Pty Ltd  
ABN 81 615 075 244



Director:  
Mr Simon Green CA

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PMI - QUEENSLAND CHAPTER INC

#### *Opinion*

We have audited the accompanying financial report, being a special purpose financial report of PMI - Queensland Chapter Inc ("PMIQ Chapter") which comprises the Balance Sheet as at 30 June 2021, the Income and Expenditure Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Members of the Committee.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of PMIQ Chapter as at 30 June 2021 and of its performance for the year then ended in accordance with Australian Accounting Standards to the extent described in the accounting policies disclosed in Note 1 to the financial statements and the *Associations Incorporation Act 1981 (Queensland)*.

#### *Basis for Opinion*

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of the audit report.

We are independent of PMIQ Chapter in accordance with the auditor independence and ethical requirements of APES 110 *Code of Ethics for Professional Accountants*.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### *Emphasis of Matter - Basis of Accounting*

We draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Management Committee's financial reporting responsibilities under the *Associations Incorporation Act 1981 (Queensland)*. As a result, the financial report may not be suitable for another purpose and should not be distributed to or used by parties other than the members. Our opinion is not modified in respect of this matter.

#### *Emphasis of Matter - Revenue Recognition*

We draw attention to Note 1(a) to the financial statements, which describes the basis of accounting for income, in particular, membership dues and fees for events are recognised on receipt. Accordingly, our audit procedures with respect to income have been restricted to ensuring that the amounts banked were properly recorded in the accounting records. Our opinion is not modified in respect of this matter.

#### *Responsibilities of the Committee for the Financial Report*

The Management Committee of PMIQ Chapter is responsible for the preparation of the financial report that presents fairly and has determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the members. The Management Committee's responsibility also includes such internal control as the Management Committee determines is necessary to enable the preparation of the financial report that presents fairly and is free from material misstatement, whether due to fraud or error.

Postage:  
PO Box 5219  
BUNDABERG WEST QLD 4670

Contact:  
admin@levertaudit.com.au  
mb 0401 711 879

*Liability limited by a Scheme approved under Professional Standards Legislation.*



## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PMI - QUEENSLAND CHAPTER INC (continued)

In preparing the financial report, the Management Committee is responsible for assessing PMIQ Chapter's ability to continue as a going concern, disclosing, as appropriate, matters relating to going concern and using the going concern basis of accounting.

### *Auditor's Responsibility for the Audit of the Financial Report*

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- a) Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls;
- b) Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls;
- c) Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management Committee;
- d) Conclude on the appropriateness of the Management Committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern; and
- e) Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Management Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that we identify during our audit.

Simon Green CA  
Director


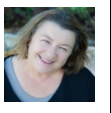
Bundaberg, 15 September 2021

# APPENDICES




## Appendix: PMIQld Board and Executive Team Members

Covering the period of this annual report, PMIQld's Board and Executive Team Members consisted of the following people.



### PMI QLD'S ELECTED BOARD MEMBERS

Office	Office Holder	Board Term	Board Meetings Attended 1 Jul 2020 – 30 June 2021
President	Martin McKern PMP 	1 Nov 2013 – 31 Mar 2022	Attended 12 of 12 meetings held.
Vice President	Mark Raymond 	11 Feb 2019 – 31 Mar 2022	Attended 11 of 12 eligible to attend. Apology: Aug 2020
Treasurer	Robyn Antill PMP 	1 Dec 2014 – 31 Mar 2021	Attended 12 of 12 meetings held.
	Jillian Vanderstoep 	31 March 2021 – 31 March 2023	Attended 7 of 7 eligible to attend.
Secretary	Donna Pritchard 	1 Dec 2018 – 31 Mar 2021	Attended 10 of 12 eligible to attend. Apology: March 21
	Ghia Assanova PMI -ACP 	1 Dec 2020 – 31 March 2023	Attended 7 of 7 eligible to attend.
Director at Large	Monica D'Souza 	1 Dec 2017 – 31 Mar 2021	Attended 8 of 12 meetings held. Apology: Aug 2020, Feb 2021, March 2021
	Gillian Dean PMP 	1 Dec 2020 – 31 March 2023	Attended 7 of 7 eligible to attend.
Director at Large	Jason Kennelly 	11 Feb 2020 – 31 Mar 2022	Attended 12 of 12 meetings held.

## APPENDICES

Office	Office Holder	Board Term	Board Meetings Attended 1 Jul 2020 – 30 June 2021
Director at Large	Marco Zargarani PMP 	1 Dec 2018 – 31 Mar 2021	Attended 7 of 12 meetings held. Apology: Sep 2020, Dec 2020, Feb 2021, March 2021
	Robyn Antill PMP 	1 Dec 2020 – 31 March 2023	Attended 12 of 12 meetings held.
Director at Large	Simon Stanton 	11 Feb 2020 – 31 Mar 2022	Attended 12 of 12 meetings held. Apology: Nov 2020

### NON-VOTING ATTENDEES TO PMIQLD BOARD MEETINGS OR SUB COMMITTEES

Role	Role Holder	Term of Role	Board Meetings Attended 1 Jul 2019 – 30 June 2020
Board Advisor / ARC Committee* (* non voting)	Steven Hunwicks PMP 	1 Apr 2017 – Ongoing	5 meetings attended in part
CEO* / COO* / Executive Officer* (* non voting)	Liezel Pieters PMP, CEO 	1 Oct 2018 – 31 Jul 2022	Attended 11 of 11 eligible to attend






# APPENDICES

## PMI QLD'S APPOINTED EXECUTIVE LEADERSHIP TEAM

Executive Appointment	Holder	Period of Appointment
CEO	Liezel Pieters, PMP 	1 Oct 2018 – 31 Jul 2022
COO	Sheena Downey 	20 Oct 2020 – 30 Aug 2021
	Sandesh Bhumkar 	18 Aug 2021 – Current* Note: Appointment to this role after FY21 finished. Previously AD Membership
Executive Officer	Nathan Howard 	10 Nov 2020 – Current
Associate Director, Digital and Technology	Dan Malarowski, PMP 	1 Jul 2020 – 30 Jun 2021
Associate Director, Marketing & Communications	Ziyaad Kapadi 	1 Feb 2020 – 31 Dec 2021
Associate Director, Professional Development	Val Pramana, PMP 	1 May 2019 – 31 Dec 2021
Associate Director, Volunteer Engagement	Paula Centeno de Souza 	30 Jun 2020 – 30 Jun 2021
	Chantelle Venter, 	1 Nov 2020 – Current
Associate Director, PMDoS & Special Projects	Sheena Downey 	1 May 2019 – 30 Jun 2021
	Vacant	
Associate Director, Academic Outreach	Dr. Amir Ghanbaripour, PMP 	1 Feb 2019 – Current
Associate Director, Events and Partnerships	Roosevelt Dias 	1 Jul 2021 – Current Note: Prior to FY21 Roosevelt held the role of AD Events. This role was expanded.



## APPENDICES

Executive Appointment	Holder	Period of Appointment
Associate Director, Membership	Sandesh Bhumkar 	1 May 2019 – 30 Sep 2021
	Troy Newman 	4 Oct 2021 – Current* Note: Appointment after the FY21 finished
Finance Manager	Donna Pritchard 	1 Apr 2021 – 31 March 2023