



## *Nova Scotia College of Respiratory Therapists*

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### **2017-18 ANNUAL GENERAL MEETING**

Friday, November 16, 2018 9:00 am – 10:00 am

Followed by the NSCRT Education Day

Holiday Inn Express – 980 Parkland Drive, Bedford

### **Meeting Minutes - DRAFT**

In attendance: Tara Planetta, Shannon McDonald, Adam Gillis, Darrah Kennie, Danette McIntyre, Jamie Murphy, Corry Fitzgerald, Sarah LaRoche, Felicia Almeida, David Wheatley, Carol Abbott, Andrea Bond, Vicky Fontin, Amber Blades, Louanna Bethune, Meaghan Mamyne, Erica Hancock, Lorelei Brushett, Debora Gillis, Dolly Hayden, Noel Pendergast, Tanya Frail, Meghan Poole, Glen Bourque, Angie Yorke, Laura Betts, Tammy Scott, Joanne Beaton, Sandra Little, Kim Hooper, Ashley Hendsbee, Jennifer Quinn, Kelly Stone, Janet Brown, Beth McKay, Nicole Nemirovsky, Karen Hamilton-McNutt, Peter Luddington, Wendy Cnrad, Kathy Spurr, Donielle Briffett, Melissa Miller, Jocelyn Marshall, Alec MacNeil, Samantha May, Andrea Fitzgerald, Kristy Smith, Kim Thompson, Christine Siteman

Represented by Proxy: Kim Hooper, Ashley MacDonald, Roberto Ciocca, Joanne Townsend, Alicia Tilley, Jill Chamberlaine, Sarah Clow, Lisa Johnson, Melissa Dujay, Michael Cashen, Tracy Cushing, John Cushing

Regrets: Andrew Mott, Jasmine Ghosn

- 1.0 Call to order - Adam Gillis at 0915
- 2.0 Determination of Quorum - quorum confirmed
- 3.0 Approval of Agenda

**Motion:** To approve the agenda as circulated.

Moved: Adam Gillis; Seconded: Tammy Scott - Motion Passed

#### 4.0 Approval of minutes: Annual General Meeting October 21, 2017

**Motion:** To approve minutes of the 2017 Annual General Meeting as circulated.

Moved: Noel Pendergast; Seconded Corry Fitzgerald - Motion Passed

#### 5.0 Action Items and Decisions

##### 5.1 Nominations/Election of Board Members

Call for nominations went out to the Membership via email in the spring of 2018 for the position of President-Elect. By the date of closure for nominations, the NSCRT had received one application for the position. The Board recommended the approval of Noel Pendergast to the position of President-Elect.

The Board and the Membership thank Noel for his interest and welcome him to the organization.

##### 5.2 Review Audited Financial Statements

Corry Fitzgerald, NSCRT Treasurer, read the auditor's report and reviewed the audited financial statements with members.

**Motion:** To receive the audited financial statements.

Moved: David Wheatley; Seconded: Danette McIntyre - Motion Passed

##### 5.3 Appointment of Auditors

The Board of Directors has determined that Peverill and Associates will continue to be retained as our auditors.

**Motion:** To continue with Peverill and Associates as the auditors of the NSCRT.

Moved: Tanya Frail; Seconded: Adam Gillis – Motion Passed

##### 5.4 Proposed By-law changes

Proposed By-law changes have been posted on the NSCRT website for the membership to review prior to the AGM. By-laws were discussed/reviewed by Tara Planetta. Floor was open for discussion, questions were answered.

**Motion:** To approve the by-law changes as presented.

Moved: Noel Pendergast; Seconded: Louanna Bethune – Motion Passed

## 6.0 Discussion and Information Sharing

### 6.1 Reports from the Board

- 2017 Annual Report – Report was pre-circulated to membership prior to the meeting. Report was reviewed, discussion ensued and questions answered. One comment was received which congratulated the Treasurer/Board for reaching the goals set for both the contingency fund and special purpose funds
- Treasurer’s Report & Setting of Annual Licence Fees –Corry Fitzgerald presented the financial position of the NSCRT. The new jurisprudence/e-learning module was outlined (approximate \$13,000 cost to come from Special Purpose Fund). A short discussion of the need for increasing cost of insurance coverage was had. Due to the positive financial position of the NSCRT, there is no need to increase registration fees for the 2018-19 year.
- 2018 Interim Report  
The 2018-19 Interim Report was pre-circulated and posted to NSCRT website prior to the AGM. Tara provided an update and review of the report. She noted that the goal for signing contract with new accreditation providers (HSO) is January 2019.

**Motion:** To receive the 2017 Annual Report, the Treasurer’s Report and the 2018 Interim Report.

Moved: David Wheatley; Seconded: Ashley Hendsbee.

Abstain: Corry Fitzgerald, Treasurer – Motion Passed

### 6.2 Open Forum

Floor was open for further questions and discussion. No questions or discussion was had.

## 7.0 Adjournment

**Motion:** To adjourn meeting at 0955.

Moved: Adam Gillis; Seconded: Darrah Kennie – Motion Passed

**\*Members attending the AGM will be awarded 2 professional development credits\***

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