



CSCT Annual General Meeting Minutes

Location: Montreal Metro Convention Centre

Room 510B

Date: October 19, 2013

1. Marg Mount, President, called the meeting to order at 4:06 pm
2. Introduction of Board Members by the President
3. Scrutinizers Proxy report presented by Cheryl West

There were 60 members in attendance

The proxy count was as follows:

Newfoundland 7; Nova Scotia 16; New Brunswick 6; Ontario 18; Manitoba 33; Saskatchewan 24; Alberta 0; British Columbia 50 for a total of 154 valid proxies

Total number of valid votes was 214

Quorum has been attained

4. Approval of Agenda
Additions/Amendments - none was presented
Motion: to accept agenda as presented by Linda Gregory. 2nd by Lisa Johnson **Carried**
5. Minutes from the last Annual General Meeting were read by Elaine Ibbotson, CSCT Secretary
Errors/Omissions – none were presented
Motion: to accept the minutes as read by Barb Arora. 2nd by Ramon Estrella **Carried**

6. Business Arising from Minutes:

Gretchen Dunn inquired about the ECG package that had been presented by Ramon Estrella. Marg will contact the CSCT webmaster and have them posted on the website

7. Reports:
President's report was presented by Marg
Highlights of the year: Strategic planning, NOCP and development of new website
Marg announced that Wendy Wilson was awarded a CSCT lifetime membership status for her outstanding service and dedication to CSCT for the past 30 years

Vice President's report was presented by Shauna

Highlights: Shauna has been active on committees including Policy, Bylaws, NOCP & Website

Provincial Reports

Presented and read by Provincial Directors

Registrar's report presented by Cheryl West

Motion: to accept all reports as presented by Karen Rondinelli. 2nd Lucy Cable **Carried**

8. Financial Report
8.1 Karen Schaus presented the audited financial statements

A correction had been made by the auditors under expenses “donations” on the financial statements. The correction was not reflected on the final audited financial statements on page 7. The auditors will be notified of this error.

Motion: by Karen Schaus to accept the Auditor’s report as read. 2nd by Debbie Atkinson Carried

8.2 Budget report presented by Karen Schaus

Motion: by Karen Schaus to accept the budget as presented. 2nd by Cindy Mazerolle Carried

Motion: by Karen Schaus to reappoint Deloitte and Touche as the auditors for 2014. 2nd by Maureen Butler Carried

9. Education Report presented by Sara-Jayne Cameron

Motion: to accept the education report as presented by Sara-Jayne Cameron. 2nd by Parminder Singh Carried

10. Committee Reports

10.1 Policy Committee

A short presentation on the differences between policies and bylaws was presented.

10.2 Bylaws Committee – no report as there were no bylaw amendments brought forth

10.3 Strategic Planning Committee

Sara-Jayne Cameron, CSCT Education director, gave a presentation on strategic planning. The strategic planning committee met in April 2013. The committee consisted of the CSCT President, CSCT Treasurer, CSCT Education director and the NOCP Committee Chair Adrienne Petersohn, a strategic planner, met with the committee to discuss many goals and helped us to plan for CSCT’s future.

The short term goals the committee identified as important were:

- Board of Directors, Committee’s and PEC’s – Improve communication
- Website – complete overhaul
- Atrium – how to improve delivery
- Review Policies and By-laws

The long term goals the committee identified as most important were:

- Grants – look at hiring contractor to help apply for grants
- PR and Communication
- Develop standard of practice

Exam validation – questions regarding the NOCP

Lynn Zinger asked about CSCT investing in TV commercials as a way to raise awareness to our profession. It was discussed that this would be too costly to CSCT. It was suggested that members should get involved in their unions to help raise our profile.

Comment by Linda Gregory to create some YouTube videos similar to what the Respiratory Therapists have done.

Colleen Greely Coffin mentioned that Google has been in contact regarding our National Cardio Tech Day (Feb 14) – CSCT will take these suggestions to the next strategic planning committee.

10.4 CMA – Irene Williamson attended a meeting with the Allied Health Sciences Professionals. A request was made to post Irene’s report on the website. Irene’s report will be posted on the website.

10.5 NOCP Committee report was presented by Gretchen Dunn. A copy of the NOCP report will be posted on the website.

10.6 Website Committee – presentation and update by Shauna on the new CSCT website. It was announced that CSCT would cover the maintenance fees costs for the provinces for the duration of the first contract with Intrigue Development. The contract is for 3 years

11. Election: Vice President

Nomination's chair – Linda Gregory

Tonya Morell – accepted the nomination

Elaine Ibbottson – declined the nomination

No other nominations.

Motion: to cease nominations by Lynn Douglas. 2nd by Lucy Cable **Carried**

Tonya Morell was elected Vice President

Proxy Issues:

Motion: to destroy year 2012 proxies by Lynn Douglas. 2nd by Lisa Ball **Carried**

12. Old Business:

None

Motion: to adjourn the meeting by Gail Vail. 2nd by Lynn Douglas **Carried**