



CSCT Annual General Meeting Minutes

**Location: Malaspina Room, Fairmont Waterfront
Vancouver, BC**

Date: Saturday, October 21, 2017

Time: 2:30pm PST

1. President Michele Reynolds called the meeting to order at 2:39pm PST
2. Introduction of Board Members
3. Scrutineers Proxy report

The proxy count was as follows

BC 4	ON 1
AB 3	NB 25
SK 20	NS 7
MB 3	NL 0

Total proxy count: 63

Total number of members eligible to vote: 139

Quorum has been attained.

4. Approval of Agenda
Motion #1: Moved by Krista Schepley to accept the agenda. Seconded by Karen Rondinelli.
0 Against Carried
5. Minutes from 2016 Annual General Meeting
 - 5.1 The minutes were read by the secretary
 - 5.2 There were no errors or omissions**Motion #2: Moved by Gretchen Dunn to approve the minutes as read. Seconded by Donna MacAlister.**
0 Against Carried
6. Business Arising from Minutes:
 - 6.1 Definition of votes cast – a cast vote is a “yes” or a “no”. Abstentions are not a vote
 - 6.2 Advance online voting - this was investigated by the CSCT Board of Directors.
 - From the CSCT legal counsel: the vote must be verified without knowing how the member voted (confidentiality).
 - From the CSCT legal counsel: electronic voting (not a proxy) would discourage attendance at a physical meeting.
 - It is a larger than expected project.
 - It is potentially costly.
 - CSCT has a process in place for members to vote (either in person or by proxy)
 - If warranted, CSCT will investigate further.

7. Reports:

7.1 The Presidents report was read by Michele Reynolds

7.2 The Registrars report was presented by Cheryl West

Motion #3: Moved by Cheryl West to accept the above reports as read. Seconded by Fridon Mirzaei-Moghadam
0 Against Carried

8. Financial Report

8.1 The Audited Financial Statement was presented by Karen Schaus

The following queries from members were clarified:

- Professional Fees - include bookkeeper, auditor, lawyer, website, accrediting bodies.
- Amortization - The website is now included in amortization.
- Cost of the website – the website development occurred during the previous fiscal year.
- Difference in GST – it fluctuates yearly.
- What is CSCT doing with the surplus? Effective 2018, CSCT will no longer make a profit at CCC as Congress will keep 100% of registration fees. Moving forward there will be a need for more money to operate Congress.
- CSCT is Not for Profit – Is there a concern that CSCT is making a profit? There is no problem perceived by either the bookkeeper or the auditor

Motion #4: Moved by Karen Schaus to approve the Audited Financial Statement as presented. Seconded by Cindy Mazerolle.
0 Against Carried

8.2 The 2017-2018 Budget was presented by Karen Schaus

Motion #5: Moved by Karen Schaus to accept the 2017-2018 Budget as presented. Seconded by Andrea Gross.
0 Against Carried

9. The Education/Exam report was read by Jackie Goodtrack

9.1 Lynn Zinger presented a short Power Point on the new competency 1.7 Perform Electrophysiology Testing as it pertains to the CSCT examination.

The following queries from members were clarified:

- Hand rescoring is no longer available – The exam committee has worked with a psychometrician to determine the cut score or pass mark for the CSCT exam. This has resulted in a defensible (objective, highly effective and credible) exam.
 - The exam committee DOES look at exam statistics which will identify an incorrect answer on the master or a question that requires further review.
- High failure rate – high fail rates are generally associated with re write candidates. The programs offer study sessions, which are often not taken advantage of.

10. Committee Reports

10.1 The Nominations Committee report was read by Mary Fielden.

10.2 AHPAWG (Allied Health Program Accreditation Working Group) report was submitted by Irene Williamson and read by Michele Reynolds.

11. Elections:

11.1 Election of Provincial Directors for a two (2) year term

Motion #6: Moved by Nadia Louzi to elect Sean Freeze as Director for BC. Seconded by France Nickel.
1 Against Carried

Motion #7: Moved by Denise Tapper Blake to elect Mary Fielden as Director for AB. Seconded by Lisa Gowan.
0 Against Carried

Motion #8: Moved by Crystal Shendaruk to elect Andrea Gross as Director for SK. Seconded by Jonathan Aquino.
0 Against Carried

Motion #9: Moved by Rolly De Juan to elect Colleen Bemister as Director for MB. Seconded by David Lawrence.

0 Against Carried

Motion #10: Moved by Marg Mount to elect Lorraine Smith as Director for ON. Seconded by Karen Rondinelli.

0 Against Carried

Motion #11: Moved by Sarah McLean to elect Brenda Wall as Director for NS. Seconded by Val Gilbert.

0 Against Carried

Motion #12: Moved by Lynn Douglas to elect Valerie Gilbert as Director for NB. Seconded by Marg Mount.

0 Against Carried

Motion #13: Moved by Lorraine Smith to elect Denise Tapper Blake as Director for NL. Seconded by Cheryl West.

0 Against Carried

11.2 Election of Director at Large for a two (2) year term

Motion #13: Moved by Andrea Gross to elect Crystal Shendaruk as Director at Large. Seconded by Sean Freeze.

0 Against Carried

12. Proxy Issues:

12.1 Destruction of the 2016 AGM Proxies &/or ballots

Motion #14: Moved by France Nickel to destroy the 2016 AGM proxies and/or ballots. Seconded by Marg Mount.

0 Against Carried

13. Old Business: None

14. Next AGM: October 20, 2018 Toronto, ON

Motion #15: Moved by France Nickel to adjourn the meeting at 4:06pm PST. Seconded by Yvette Alexander.

0 Against Carried