



## Minutes

### **CSRT Annual General Business Meeting Hyatt Regency Hotel, Calgary, AB Friday, May 22, 2015**

#### **1. Welcome and Call to Order**

Jessie Cox, CSRT President, called the meeting to order at 08:00 hours. She welcomed the participants to the 2015 CSRT Annual General Meeting.

#### **2. Confirmation of quorum**

Carolyn McCoy, CSRT Chief Scrutineer, assisted by Katherine Nollet, confirmed that quorum was reached as there were more than 50 CSRT voting members in good standing present in person and by proxy.

President Jessie Cox requested the assistance of a Parliamentarian from the floor. Charles Frew from Alberta volunteered for this role during the AGM.

#### **3. Introductions**

President Jessie Cox introduced the current Board of Directors:

President	Jessie Cox (St. John's, NL)
Treasurer	Adam Buettner (Saskatoon, SK)
President-Elect	Vacant
Directors	Louis Phillip Belle-Isle (Montreal, QC) Jeff Dionne (Toronto, ON) Elizabeth French (Edmonton, AB) Barbara MacDonald (Halifax, NS) Susan Martin (Barrie, ON) David Sheets (Kamloops, BC)
Student Relations	Dave Sahadeo (Kamloops, BC)

Jessie Cox then acknowledged CSRT Past Presidents attending the AGM, including Tom Dorval, Charles Frew, Ray Hubble, Sue Jones and James Winnick.

#### **4. Approval of Agenda**

President Jessie Cox proceeded with a review of the agenda. No items were added and the agenda was approved as presented.

#### **5. Approval of Minutes of the CSRT 2014 Annual General Meeting**

President Jessie Cox invited members to comment and ask questions regarding the minutes of the 2014 Annual General Meeting which was held in Montreal on May 23, 2014. No question and comment were presented.

***A motion presented by Edouard Saade (SK), seconded by Roger Cook (NL) to approve the minutes of the 2014 Annual General meeting.***

***Motion carried.***

## **6. Executive Reports**

### **6.1 President's Report**

President Jessie Cox reported on the CSRT achievements during the past year, including:

- Celebrations for the 50<sup>th</sup> anniversary of the profession
- Very successful 2014 Annual Education Conference with more than 1,100 attendees
- Launch of the Blueprint for the profession
- Updated bylaws to comply with Corporation Canada new Not-For-Profit Act and Regulations
- Application for continuance approved by Corporation Canada on July 3, 2014
- Launched the AA Certificate
- Set the stage for RRTs in private practice – Medavie Blue Cross managed care benefits for COPD and Asthma
- Partnered with key partners on national projects
- Represented the profession at provincial, national and international meetings
- Enhanced membership services with effective social media strategy, restructuring of CSRT web site, engaging students in their profession, enhancing professional liability insurance, improving quality of CJRT

Jessie Cox then reviewed the objectives for 2016 which include

- Implementation of an action plan for the Blueprint
- Capitalize on the Medavie Blue Cross benefits for RTs and implement actions to gain same benefit from private payors
- Develop a tool kit for RT private practice
- Plan and develop the AA certification for RTs
- Investigate the feasibility of certification in other areas of practice
- Raise the RT profile within national intern-professional projects
- Continue participation in provincial, national and international conferences and meetings.

### **6.2 Treasurer's Report**

#### **6.2.1 2014 Financial Statements and Auditors report**

Treasurer Adam Buettner reported on the financial statements for the fiscal year 2014 as per the audit which was completed in March 2014. The audit also included an internal control and risk assessment analysis. Total revenue in 2014 was \$1,449,191 which was substantially higher than the 2013 revenue of \$1,250,856, because of the higher revenue for the 50<sup>th</sup> anniversary

conference. Expenditures were also substantially higher for 2014 at \$2,484,469. He reported that the excess expenditures over revenue for 2014 is reported as \$35,278.

Treasurer Adam Buettner provided a deficit analysis. He reported the elements that contributed to the deficit included:

- \$14,376 in bad debt
- \$10,000 sponsorship for journal clubs was not renewed
- \$20,000 lower than anticipated revenue for project administration revenue

Treasurer Adam Buettner reported that the CSRT has had large expenses in the last two years to develop the Blueprint for the profession and for the 50<sup>th</sup> anniversary celebrations resulting in two consecutive years of substantial deficits. The CSRT needs to eliminate deficits in the future and to recoup the deficits of the past two years. The CSRT therefore requires a profit of \$30,000 in 2015 and for the coming few years.

He reported that the Board of Directors does not want to raise dues and has implemented strategies to limit expenditures including:

- Reduction of travel expenses
- Reduction of office expense as much as feasible
- Reduction in the number of complimentary conference registrations provided to speakers, volunteers and provincial reps.

### **6.2.2 2015 Budget**

Treasurer Adam Buettner provided an overview of the 2015 budget which was approved by the Board of Directors. He provided an overview of the anticipated revenue and the projected expenditures for 2015 which will result in a profit of approximately \$43,000.

### **6.3 Appointment of Auditor (Motion)**

Adam Buettner put forward a request for a motion from the floor to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the 2015 audit.

***A motion was presented by rob Ray Hubble (NB), seconded by Stephen Chard (SK) to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the 2014 audit.***

***Motion carried.***

## **7. Introduction**

### **7.1 New Board Members**

President Jessie Cox informed members that a call for nomination was implemented to recruit one new board member - director that brings the perspective of critical care. She reported that only one nomination was received and introduced Edouard Saade who previously served as the student rep on the Board of Directors and will now bring the perspective from critical care.

President Jessie Cox also reported on the process for the selection of the President-Elect. As per the new legislation governing not-for-profit associations, the President is now elected by the Board members. As all Board members are elected by the membership, it is recognized that since all Board members are selected by the membership, it is important to select an individual who has experience on the Board of Directors and has served the profession in this capacity. She introduced Jeffrey Dionne who was nominated by the Board of Directors to serve as President from May 2016 to May 2018.

## **7.2 Outgoing Board member**

President Jessie Cox and ED Christiane Menard acknowledged the many contributions of Past-President Angela Cox who led the implementation of the 2008-2012 strategic plan and the development of the Blueprint for the Profession.

## **8. Confirmation – Board of Directors from May 2014 to May 2015**

President Jessie Cox introduced the 2015-2016 Board of Directors to the membership

President (AA - Maritimes)	Jessie Cox
President Elect (Leadership - ON)	Jeffrey Dionne
Treasurer (Neonatal and Pediatric – Western Canada)	Adam Buettner
Director (Québec)	Louis Phillip Belle-Isle
Director (Chronic disease – Western Canada)	Elizabeth French
Director (Educator – Maritimes)	Barbara MacDonald
Director (Industry – Ontario)	Susan Martin
Director (AA – non-regulated provinces – Western Canada)	David Sheets
Director (critical care – Western Canada)	Edouard Saade
Director (Student Relations)	Dave Sahadeo

## **9. Introduction of new recipients of the FCSRT and AA-CSRT**

President Jessie Cox introduced the new fellow of the CSRT, Lucy Bonano from Ontario, who has been approved for the FCSRT professional designation.

She also introduced the new recipients of the AA Certificate, including:

- Bela Gyurik – Quebec
- Candina Thompson – Manitoba
- Jessie Gagne – Quebec
- Rick Paradis – Ontario

## **10. Adjournment**

As there was no further business, the meeting was adjourned at 8:40 hours.