**\*Tentative Draft\***

**CTANS Annual General Meeting**

**Via Zoom**

**May 2, 2021**

Meeting called to order at 9:00 am

**1.0.** Welcome- Board introduced by Ashley.

**2.0.** Attendance- 67 members in attendance; no proxies submitted.

**3.0.** *\*Motion to approve the agenda as written made by Lindsay Phillips and seconded by Rayshelle Marsh. All in favor; motion carried.*

**4.0.** Minutes- No amendments to be made

*\*Motion to approve the 2019 minutes as distributed made by Alicia Drew and seconded by Jenny Laffin. All in favor; motion carried.*

**5.0. Old business:**

**5.1.** *\*Motion to destroy the 2019 proxies made by Ashley Samms and seconded by Jenny Laffin. All in favor; motion carried.*

**5.2.** Giving back to the member draw- Active members winner Paulina Fratczak! Zero students in attendance.

**6.0. Reports:**

**6.1.** President

-Had 3 executive meetings this past year, all via zoom.

 -CTANS has the new website up and running. Thanks to Brittany Marsh for all the work put into it.

 -Please ensure all member log ins and check it out and make sure all personal information is up to date.

 -Ashley reminded all members that the board positions are voluntary and to only contact through the appropriate channels only, not through personal ones. Also reminded members to be patient, the board is good at being prompt but they all work full time, so give them time to respond.

 -Ashley announced that she is stepping down as president this year. She thanked the members for making her years on the board so enjoyable.

**6.2.** Vice President

-Brittany has increased the association’s presence on social media over the past. She has increased activity on facebook. This year she also made an account on instagram and twitter.

-Brittany found a company called LubDub Apparel out of Alberta that sells custom merchandise. She has been in contact with them and will let everyone know the details about ordering on facebook/email.

**6.3.** Director

- Brittany has been the interim National Director since last year. She was voted in as Director at the National level but still needs to be voted in at the provincial level.

 -Brittany explained the duties of the provincial director.

 -Exam- Preceptors need to focus more on ECG interpretation with students. 70% of students have failed because of interpretation.

-The new website is part of a database capable of managing events, finances, cards, etc. Brittany is still figuring it all out.

-She encouraged members to download and use the Wild Apricot app on the phone to be able to upload CEU submissions easily.

**6.4.** Treasurer/Registrar

-Lindsay reviewed the financial report. Legal: $118,653.75 Operating $34,392.16 Investments $9249.77 a total of $162,295.68. She also reviewed the dues breakdown.

 -Currently, CTANS has 110 active members, 12 inactive members, 1 life member nad 8 students.

 -There are no more renewal forms to print and fill out. It is all done on the website /app now. She will also not be mailing out any more member cards; which can now be found on the website.

 -She clarified that with this new website the $100 late fee is automatically applied to the website invoice.

 -The new card appearance and receipt was reviewed.

 -Lindsay wanted to remind members that dues are from January to December even though dues are to be in by October 31st.

*\*Motion to approve the register/treasurer report on financials as read made by Andrew Ehler and seconded by Jenny Laffin. All in favor; motion carried.*

**6.5.** CEU Coordinator

-There were 7 that wrote this past week.

 -We are in the second year of the triennium which runs from 2020 to 2022.

 -Late fees have now increased to $150 from $100 at the national level.

 -CEUs are now to be uploaded to the website so members no longer need to mail them directly to Jaye.

 -Jaye reviewed some CEU opportunities and ideas.

 -She reminded members that submissions must be cardiac related.

 -She wants members to email when submitting CEUs but she plans to update the website quarterly.

**6.6.** Webmaster

-Brittany reviewed the new website features.

**6.7. A.**Bylaws

-A couple updates needed in the by-laws: Secretary and Webmaster duties.

*\*Motion to add Secretary and Webmaster to the bylaws made by Alicia Drew and seconded by Jenny Laffin. All in favor; motion carried.*

 **B.** Legislation

-Tonya reviewed the timeline of CTANS working toward legislation, starting from 2008 till the present.

 -Government now saying that they don’t want any new colleges formed. So joining with a current college, which previously discussed as a possibility, with the MIRTPs.

 -Tonya reviewed a list of things to consider if we become legislated, such as a fixed address, maintaining a minimum balance, possibly hiring a part employee, etc.

 -Members were reminded and encouraged to continue effort to save examples of risk of harm especially in the outer hospitals where techs are not there full time.

**7.0. New business:**

**7.1.** Elections

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| --- | --- | --- |
| Name | Nominees - Vote % | Elected |
| President (May 2023) | Tonya Morrell-98% in favor | Tonya Morrell |
| Vice President (May 2023) | Lindsay Nicholson-92% in favor | Lindsay Nicholson |
| Director (May 2023) | Brittany Marsh-92% in favor | Brittany Marsh |
| Treasurer/Registrar (May 2023) | Lindsay Phillips-97% in favor | Lindsay Phillips |
| Webmaster (May 2022) | Brittany Marsh-100% in favor | Brittany Marsh |
| CEU Coordinator (May 2023) | Jaye MacMullin- 59%Jessica Livingstone-17%Alisha Mosher-23% | Jaye Macmullin |
| Secretary May (May 2023) | Alicia Drew-40%Sarah McLean-38%Andrew Ehler-20% | Alicia Drew |

**7.2.** Future meetings-Ashley queried whether members wanted to continue with online meetings or do they want to go back to meeting in person when it is safe. Online poll was taken and 43 % of members present voted for online meetings and 57% voted to go back to in person meetings. Majority ruled. If a hospital cannot take their turn, education will be cancelled and AGM will be done online.

**7.3.** Legislation Committee- Ashley would like to see a new committee formed to share and collect the data. Danielle Goff-Beaton, Jenny Laffin, Katie Conrad, Leigh Fellows, Denise Grant, Rayshelle Marsh and Erica Rand will join Tonya.

**7.4.** Promoting our Profession- February 14th contest: Contact a board member if any new ideas come up. Members suggested promotional videos on social media, lunch donation for a transplant patient, etc.

**8.0. Open Discussion**

**8.1.** Board incentives-Since years it is difficult to get volunteers for the board, wondering if there are any incentives that are not already in place that would entice more members to get involved. The current incentives were also reviewed. Members suggested Paying portion of dues, gift cards, and a special draw for board members.

**8.2.** Lindsay requested increasing the hosting site fund from $500 to $750 to make it easier for hospitals to plan the weekend along with the $20 registration fee currently in place.

*\*Motion to increase the hosting site fund from $500 to $750 made by Lindsay Phillips and seconded by Linda Gregory. 94% in favor; motion carried.*

**8.3.** A member came forward requesting the legal portion of the dues be struck until CTANS is closer to legislation.

*\*Motion made to remove the $160 going to the legal fund for the time being made by Andrew Ehler and seconded by Chantal Bissonette.*

*\*\*Motion to table the legal dues discussion until the next AGM made by Linda Gregory and seconded by Lindsay Nicholson. 83% in favor, motion carried.*

Tonya will email the lawyer to see what is a good amount of money to have in the legal fund.

**9.0. Next AGM**

-April 30th-May 1st. Location to be determined later, hopefully by the fall.

*\*Motion to adjourn the meeting made by Ashley Samms and seconded by Mike Roach. All in favor; motion carried.*

Meeting adjourned at 11.43 am.