



**The New Brunswick Association of Dietitians
Minutes of the Annual General Meeting
May 2, 2009
Waterville, NB**

1.0 Call to Order

Mary Beth Timmins, President called the meeting to order at 1:30 pm.

2.0 Notice of Meeting

Notice of meeting was received by all present.

3.0 Appointment of Parliamentarian

Sharon Cameron was appointed as parliamentarian for the meeting. Bourinot's Rules of Order were accepted as the model for the meeting.

4.0 Opening Remarks and Announcements

Mary Beth Timmins welcomed all members present. There were 59 voting members present in person or by proxy and quorum was met.

5.0 Minutes of last General Meeting – October 25, 2008

MOTION: Mary Losier-Roderick moved to accept the minutes of the October 25, 2008 General Meeting as circulated. **SECONDED** by Lynn Burdock **MOTION CARRIED**

6.0 Business arising from Minutes

No business arising from the minutes.

7.0 Correspondence

A copy of pertinent correspondence received by the Board for the past year has been placed on file and can be viewed if requested.

8.0 Reports

8.1 Finance Committee Report

Ainsley Archer reviewed the Year End Financial Statement for 2008-2009.

MOTION: Mary Losier-Roderick moved that the Financial Statement for 2008-2009 be accepted as presented. **SECONDED** by Esther Archibald. **MOTION CARRIED**

Ainsley Archer presented the Proposed Operating Budget for 2009-2010

MOTION: Janet vonWeiler moved that the Proposed Operating Budget for 2009-2010 be accepted as presented. **SECONDED** by Lynn Burdock. **MOTION CARRIED**

8.2 Registrar's Report

Janet vonWeiler presented the Registrar's report and moved the report to be accepted as presented. The report was accepted and placed on file.

8.3 Quality Assurance Committee

Mary Losier-Roderick reported on the activities of the Quality Assurance Committee over the past year and moved the report to be accepted as presented. The report was accepted and placed on file.

8.4 Registration Committee

Heather Toole presented the Registration Committee report for 2008-09 on behalf of Lita Villalon, and moved that the report be accepted as presented. The report was accepted and placed on file.

8.5 Discipline Committee

Mary Losier-Roderick presented the Discipline Committee report for 2008-09 on behalf of Sharon Cameron and moved that the report be accepted as presented. The report was accepted and placed on file.

8.6 Lay Representative to the Board

Heather Toole presented her report and moved that the report be accepted as presented. The report was accepted and placed on file.

8.7 Board Report – Year in Review

Mary Beth Timmins invited Colleen MacDonald-Briggs, President-Elect, to Chair the meeting while she presented a report highlighting the NBAD Board achievements during 2008-2009. Mary Beth Timmins moved acceptance of the report as presented. The report was accepted as presented and placed on file. The role of the Chairperson was returned to Mary Beth Timmins.

9.0 Motions

9.1 Amendment of Regulation I (1.1.4, 1.1.5, 3 and 6) – Admission Standards

MOTION: Esther Archibald moved to approve the deletion of 1.1.4 Mutual Recognition Agreement and 1.1.5 Endorsement and that Regulation 1 (3 and 6) be amended to read:

3. Currency of Qualifications:

All applicants will be assessed to ensure they have met the requirements for academic and practical training in the three (3) years prior to the date of application.

6. Admission of Members of Affiliated Associations:

Active Members in Good Standing of Affiliated Associations are eligible for membership in the New Brunswick Association of Dietitians as outlined in the current Agreement on Internal Trade and any other affiliated agreements.

SECONDED by Mary Losier-Roderick. **MOTION CARRIED**

9.2 Amendment of By-Law I – Members

MOTION: Esther Archibald moved that By-Law I – Members be amended to read:

There shall be five (5) classes of members:

- Active
- Temporary
- Qualifying
- Retired
- Honorary

Application for membership in any category of the Association shall be made in writing to the Registrar of N.B.A.D.

SECONDED by Ainsley Archer. **MOTION CARRIED**

9.3 Amendment of By-Law VIII – Admission of Members of Affiliated Associations

MOTION: Lynn Burdock moved that By-Law VIII – Admission of Members of Affiliated Associations be amended to read:

Active Members in Good Standing of other provincial dietetic regulatory bodies are eligible for membership in N.B.A.D. as outlined in the current Agreement on Internal Trade and any other affiliated agreements.

SECONDED by Colleen MacDonald-Briggs. **MOTION CARRIED**

9.4 Amendment of By-Law XV (5.1) – Finance

MOTION: Mary Losier-Roderick moved that By-Law XV (5.1) – Finance be amended to read:

5.1 An accounting firm shall be appointed each year by the Board. The firm shall review the financial statements of the Association prior to the Annual Meeting. The Treasurer presents the firm's report to the membership at the Annual Meeting.

SECONDED by Ainsley Archer. Following discussion of the rationale for the change and a period of questions and answers, **MOTION CARRIED**

10.0 Nomination Committee Report and Introduction of 2009-210 Board of Directors

Mary Losier-Roderick reported that Sylvie Chevarie has agreed to allow her name to stand for Member at Large for the term 2009-2011. Nominations were requested from the floor. With no further nominations being received, Sylvie Chevarie was declared Member at Large for the term 2009-2011.

Mary Losier-Roderick reported that Gillian Salmon has agreed to allow her name to stand for President-Elect for the term 2009-2011. Nominations were requested from the floor. With no further nominations being received, Gillian Salmon was declared President-Elect for the term 2009-2011.

Mary Losier-Roderick presented the 2009-2010 Board of Directors to members:

President – Colleen MacDonald-Briggs
President Elect – Gillian Salmon
Past President – Mary Beth Timmins
Secretary – Lynn Burdock
Treasurer – Ainsley Archer
Member at Large – Sylvie Chevarie
Registrar – pending position offer acceptance
Alliance of the Canadian Dietetic Regulatory Bodies Representative – Esther Archibald

Mary Losier-Roderick moved acceptance of the report as presented. The report was accepted and placed on file.

Mary Beth Timmins presented recognition gifts to members who have completed terms: Sharon Cameron for her service as Chair on the Discipline Committee and Mary Losier-Roderick for her service as Member-at-Large on the NBAD Board of Directors.

11.0 Appointment of Accounting Firm

MOTION: Ainsley Archer moved to approve Bringloe Feeney LLP, Chartered Accountants as accounting firm for NBAD for the fiscal year ending March 31, 2010. **SECONDED** by Colleen MacDonald-Briggs. **MOTION CARRIED**

12.0 Appointment of Legal Counsel

MOTION: Esther Archibald moved to approve Barry Spalding and Associates as legal counsel for NBAD for the year ending March 31, 2010. **SECONDED** by Janet vonWeiler. **MOTION CARRIED**

13.0 Approval of Board of Directors Action 2008-2009

MOTION: Jane MacDonald moved to approve the action of the Board of Directors for 2008-2009. **SECONDED** by Bonnie Stokes. **MOTION CARRIED**

14.0 Motion to grant Board of Directors power to carry out the business of the Association for 2009-2010

MOTION: Mary Losier-Roderick moved to grant the Board of Directors power to carry out the business of the Association for 2009-2010. **SECONDED** by Bonnie Stokes. **MOTION CARRIED**

15.0 New Business

No new business

16.0 Installation of New President

Colleen MacDonald-Briggs installed as new President for 2009-2011 term.

Colleen MacDonald-Briggs presented a recognition gift on behalf of members to Mary Beth Timmins for her service to the Board as President.

17.0 Destruction of Proxies

MOTION: Janet vonWeiler moved for the destruction of 2009 AGM proxies. **SECONDED** by Esther Archibald. **MOTION CARRIED**

18.0 Adjournment

Esther Archibald moved that the meeting be adjourned at 2:07 pm.

Respectfully Submitted,
Jill Mitton
NBAD Administrative Assistant