



MINUTES OF THE ANNUAL GENERAL MEETING / MINUTES DE L'ASSEMBLÉE GÉNÉRALE ANNUELLE

May 24, 2014 at 1PM / le 24 mai à 13h00

Dr. Everett Chalmers Regional Hospital/ l'Hôpital Régional Dr. Everett Chalmers

Videoconference Room 1C / Salle de videoconference 1C

Fredericton, NB / Fredericton N.-B.

1.0 Call to order

Catherine MacDonald President Elect called the meeting to order at 1:15 pm

2.0 Notice of Meeting

As per Policy 3.3.3, the 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

Catherine MacDonald welcomed all members present. There were 54 voting members present in person or by proxy and quorum was met.

5.0 Minutes of the last Annual General Meeting – May 25, 2013

Minutes were approved as circulated.

MOTION: Gillian Salmon moved to approve the minutes of the May 25, 2013 Annual General Meeting. **SECONDED** by Karine Arsenault. **MOTION CARRIED**

6.0 Business arising from the minutes

No business arising from the minutes.

7.0 Correspondence

Geneviève Arseneau – All correspondence has been received and responded to. All are available for review.

8.0 Finance Committee Report

Aline Allain-Doiron reviewed the Year End Financial Statement for 2013 – 2014

MOTION: Gillian Salmon moved that the Year End Financial Statement for 2013 – 2014 be accepted as presented and placed on File. **SECONDED** by Karine Arsenault. **MOTION CARRIED.**

Aline Allain-Doiron presented the Proposed Operating Budget for 2014 – 2015

MOTION: Esther Archibald moved that the Proposed Operating Budget for 2014 – 2015 be accepted as presented. **SECONDED** by Gillian Salmon. **MOTION CARRIED**

9.0 Registrar Report

Geneviève Arseneau presented the Registrar's report and asked the report be accepted as presented. The report was accepted and placed on file.

10.0 Committee Report

10.1 Quality Assurance Committee

Ainsley Hargreaves Chair of the Registration Committee presented the Quality Assurance Report and asked the report be accepted as presented. The report was accepted and placed on file.

10.2 Registration Committee

Karine Arsenault presented the report on behalf of Lita Vittalon, Chair of the Registration Committee and asked the report be accepted as presented. The report was accepted and placed on file.

10.3 Discipline Committee

Karine Arsenault presented the report on behalf of Martha MacLean, Chair of the Discipline Committee and asked the report be accepted as presented. The report was accepted and placed on file.

10.4 Lay Representative to the Board

Nicole Logan-DeMerchant presented the Lay Representative report and asked the report be accepted as presented. The report was accepted and placed on file.

11.0 Board Report – Year in Review

Catherine MacDonald on behalf of Jensen Thomas invited Gillian Salmon Past President to chair the meeting while she presented a report highlighting the NBAD Board Achievements during 2013 – 2014. Catherine

MacDonald moved acceptance of the report as presented. The report was accepted and placed on file. The role of the Chairperson was returned to Catherine MacDonald.

12.0 Motions

12.1 Board member honorarium

MOTION: Marta Dingle moved to approve the Board members honorarium for 2014 – 2015.

As a small token of recognition for the many hours of time spent throughout the year on NBAD business, each volunteer member of the 2014 – 2015 NBAD Board shall be given a one-time honorarium equal to one year's Active membership dues. Honorarium is to be taken from general funds and be given to each volunteer board member who has served for a minimum of 9 months and has complied with Policy 3.3.4, at the close of the membership year.

SECONDED By Esther Archibald with amendments below.

MOTION: Esther Archibald moved to amend 12.1 to read as stated "As a small token of recognition for the many hours of time spent throughout the year on NBAD business, each volunteer member of the 2014 – 2015 NBAD Board shall be given a one-time honorarium equal to one year's Active membership dues. Honorarium is to be taken from general funds and be given to each volunteer board member who has served for a minimum of 9 months and has attended at least 75% of the board meetings at the close of the membership year."

SECONDED by Andrea Anderson **MOTION CARRIED**

12.2 Membership renewal fee increase

MOTION: After membership votes this motion was defeated. **MOTION DEFEATED**

12.3 Canadian Dietetic Registration Examination failure

MOTION: Esther Archibald moved to accept the Registration Committee's policy on exam failures.

SECONDED by Andrea Anderson. **MOTION CARRIED**

12.4 Courtesy Registration

MOTION: Aline Allain-Doiron moves to accept Courtesy Registration Policy. **SECONDED** by Karine Arsenault. **MOTION CARRIED.**

12.5 French Abbreviation for dietitian title "diététiste professionnelle" (Dt.P)

MOTION: Marta moves to accept the French abbreviation for dietitian title. **SECONDED** by Esther Archibald. **MOTION CARRIED**

13.0 Nominations Committee Report and introduction of the 2014 – 2015 Board of Directors

Catherine MacDonald reported that Veronique Ferguson has agreed to allow her name to stand as Secretary for the term 2014 – 2016. Nominations were requested from the floor. With no further nominations being received, Veronique Ferguson was declared Secretary for the term 2014 – 2016.

Catherine MacDonald reported that Aline Allain-Doiron has agreed to allow her name to stand as Treasurer for the term 2014 – 2016. Nominations were requested from the floor. With no further nominations being received, Aline Allain-Doiron was declared Treasurer for the term 2014 – 2016

Catherine MacDonald reported that Nicole Logan-DeMerchant has agreed to allow her name to stand as Lay Representative for the term 2014 – 2016. Nominations were requested from the floor. With no further nominations being received, Nicole Logan-DeMerchant was declared Lay Representative for the term 2014 – 2016.

Catherine MacDonald presented the 2014 – 2015 Board of Directors to members:

President – Jensen Thomas

President Elect – Cathy MacDonald

Past President – Gillian Salmon

Secretary – Véronique Ferguson

Treasurer – Aline Allain-Doiron

Member at Large – Vanessa MacLellan

Member at Large – Karine Arseneault

Registrar – Pauline Watt & Geneviève Arseneau (maternity replacement)

Alliance of the Canadian Dietetic Regulatory Bodies Representative – Pauline Watt & Geneviève Arseneau (maternity replacement)

Lay Representative – Nicole Logan-DeMerchant

Catherine MacDonald moved acceptance of the report as presented. The report was accepted and placed on file.

14.0 Appointment of Accounting Firm

MOTION: Gillian Salmon moved to approved Michael Briggs and Bringloe Feeney LLP, Chartered Accountants as accounting firm for NBAD for the fiscal year ending March 2015. **SECONDED** by Véronique Ferguson. **MOTION CARRIED.**

15.0 Appointment of Legal Counsel

MOTION: Esther Archibald moved to approved Cox & Palmer as legal Counsel for NBAD for the fiscal year ending March 31, 2015. **SECONDED** by Ainsley Hargreaves. **MOTION CARRIED**

16.0 Approval of Board of Directors Action 2013 – 2014

MOTION: Esther Archibald moved to approve the action of the Board of Directors for 2013 – 2014. **SECONDED** by Ainsley Hargreaves. **MOTION CARRIED.**

17.0 Motion to grant Board of Directors power to carry out the business of the Association for 2014 – 2015

MOTION: Marta Dingle moved to grant the Board of Directors power to carry out the business of the Association for 2014 - 2015. **SECONDED** by Esther Archibald. **MOTION CARRIED.**

18.0 New Business

No new business to discuss.

19.0 Destruction of Proxies

MOTION: Aline Allain-Doiron moved for the destruction of 2014 AGM proxies. **SECONDED** by Karine Arsenault. **MOTION CARRIED.**

20.0 Adjournment

Catherine MacDonald, President-Elect, officially thanked Marta Dingle for her services as secretary for 2013 – 2014.

Karine Arsenault moved that the meeting be adjourned at 2:55 pm.

Respectfully Submitted,
Joanne Richard
NBAD Administrative Support.