



**The New Brunswick Association of Dietitians  
Minutes of the Annual General Meeting  
Miramichi Regional Hospital  
5<sup>th</sup> floor Conference Room  
Miramichi, NB  
May 25, 2013**

**1.0 Call to Order**

Gillian Salmon, President, called to order at 1:12 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**

Annie Roussel 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**

Gillian Salmon welcomed all members present. There were 75 voting members present in person or by proxy and quorum was met.

**5.0 Minutes of the last Annual General Meeting – May 26, 2012**

**Amendment: 19.0** Nathalie Roy moved that the meeting be adjourned at 10:26 am. Should read: "...adjourned at 1:26 pm."

**MOTION:** Cathy MacDonald moved to approve the minutes of the May 26, 2012 Annual General Meeting with amendment. **SECONDED** by Aline Allain-Doiron.

**MOTION CARRIED**

**6.0 Business arising from the Minutes**

No business arising from the minutes.

**7.0 Correspondence**

P. Watt provided a PowerPoint presentation summarizing all pertinent correspondences received by the Board for the past year. A copy of these correspondences has been placed on file and can be viewed if requested.

**8.0 Finance Committee Report**

Aline Allain-Doiron reviewed the Year End Financial Statement for 2012-2013.

**MOTION:** Karine Basque moved that the Year End Financial Statement for 2012-2013 be accepted as presented and placed on file. **SECONDED** by Annie Roussel. **MOTION CARRIED**

Aline Allain-Doiron presented the Proposed Operating Budget for 2013-2014.

**MOTION:** Annie Roussel moved that the Proposed Operating Budget for 2013-2014 be accepted as presented. **SECONDED** by Lorelei Harris-Murchison. **MOTION CARRIED**

## **9.0 Registrar Report**

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

## **10. Committee Reports**

### **10.1 Quality Assurance Committee**

Janet von Weiler presented the report on behalf of Janet Scott, Chair of the Quality Assurance Committee. Janet von Weiler moved that the report be accepted as presented. The report was accepted and placed on file.

### **10.2 Ad Hoc Quality Assurance Committee**

Committee dissolved. No report.

### **10.3 Registration Committee**

Cathy MacDonald presented the report on behalf of Lita Villalon, Chair of the Registration Committee. Cathy MacDonald moved that the report be accepted as presented. The report was accepted and placed on file.

### **10.4 Discipline Committee**

Janet von Weiler presented the report on behalf of Martha MacLean, Chair of the Discipline Committee. Janet von Weiler moved that the report be accepted as presented. The report was accepted and placed on file.

### **10.5 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. Board Report – Year in Review**

Gillian Salmon invited Jensen Thomas, President Elect, to Chair the meeting while she presented a report highlighting the NBAD Board achievements during 2012-2013. Gillian Salmon moved acceptance of the report as presented. The report was accepted and placed on file. The role of the Chairperson was returned to Gillian Salmon.

## **12.0 Motion**

### **12.1 Board member honorarium**

**MOTION:** Janet von Weiler moved to approve the Board members honorarium for 2013-2014.

As a small token of recognition for the many hours of time spent throughout the year on NBAD business, each volunteer member of the 2013-2014 NBAD board shall be each given a one-time honorarium equal to one year's Active membership dues.

Honorarium is to be taken from general funds and to 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 Karine Basque. **MOTION CARRIED**

### **13.0 Nominations Committee Report and Introduction of the 2013-2014 Board of Directors**

Gillian Salmon reported that Catherine MacDonald has agreed to allow her name to stand as President-Elect for the term 2013-2015. Nominations were requested from the floor. With no further nominations being received, Catherine MacDonald was declared President-Elect for the term 2013-2015.

Gillian Salmon reported that Vanessa MacLellan has agreed to allow her name to stand as Member at Large for the term 2013-2015. Nominations were requested from the floor. With no further nominations being received, Vanessa MacLellan was declared Member at Large for the term 2013-2015.

Gillian Salmon reported that Karine Basque has agreed to allow her name to stand as Member at Large for the term 2013-2015. Nominations were requested from the floor. With no further nominations being received, Karine Basque was declared Member at Large for the term 2013-2015.

Gillian Salmon presented the 2012-2013 Board of Directors to members:

President – Jensen Thomas  
President Elect – Cathy MacDonald  
Past President – Gillian Salmon  
Secretary – Marta Dingle  
Treasurer – Aline Allain-Doiron  
Member at Large – Vanessa MacLellan  
Member at Large – Karine Basque  
Registrar – Pauline Watt  
Alliance of the Canadian Dietetic Regulatory Bodies Representative – Pauline Watt  
Lay Representative – Nicole Logan-DeMerchant

Jensen Thomas moved acceptance of the report as presented. The report was accepted and placed on file.

### **14.0 Appointment of Accounting Firm**

**MOTION:** Colleen MacDonald Briggs moved to approve Michael Briggs and Bringloe Feeney LLP, Chartered Accountants as accounting firm for NBAD for the fiscal year ending March 31, 2014. **SECONDED** by Annie Roussel. **MOTION CARRIED**

### **15.0 Appointment of Legal Counsel**

**MOTION:** Janet von Weiler moved to approve Cox & Palmer as legal counsel for NBAD for the fiscal year ending March 31, 2014. **SECONDED** by Karine Basque. **MOTION CARRIED**

### **16.0 Approval of the Board of Directors Action 2012-2013**

**MOTION:** Annie Roussel moved to approve the action of the Board of Directors for 2012-2013. **SECONDED** by Laetitia Vonkeman. **MOTION CARRIED**

Jensen Thomas, President, assumed the role of Chair for the remainder of the meeting.

**17.0 Motion to grant Board of Directors power to carry out the business of the Association for 2013-2014**

**MOTION:** Janet von Weiler moved to grant the Board of Directors power to carry out the business of the Association for 2013-2014. **SECONDED** by Chelsey Robb.  
**MOTION CARRIED**

**18.0 New Business**

The Board answered questions from the floor regarding the Continuing Education Program. A member suggested pairing the next AGM with the Diabetes Education Section (provincial conference) in the month of April to attract more members.

**19.0 Destruction of Proxies**

**MOTION:** Annie Roussel moved for the destruction of 2013 AGM proxies. **SECONDED** by Aline Allain-Doiron. **MOTION CARRIED**

**20.0 Adjournment**

Jensen Thomas, President, officially thanked Colleen MacDonald Briggs for her six year of service to the Board as President and Janet von Weiler for her service to the Board as interim Member at Large for 2012-2013.

Aline Allain-Doiron moved that the meeting be adjourned at 2:29 pm.

Respectfully Submitted,  
Jill Mitton  
NBAD Administrative Support