

**The New Brunswick Association of Dietitians
Minutes of the Annual General Meeting
Via Zoom
May 22th, 2020**

1.0 Call to Order

Jaclyn Murgatroyd, President, called to order at 10:04 am.

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

Esther Archibald 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

Jaclyn Murgatroyd welcomed all members present. There were 41 members present via zoom and 103 proxies received. Quorum was met with proxies received.

5.0 Minutes of Previous Annual General Meeting – May 24, 2019

MOTION: Janie St-Onge moved to approve the minutes of the May 24, 2019 Annual General Meeting
SECONDED by Vanessa Martel. **MOTION CARRIED**

6.0 Business Arising from the Minutes

No business arising from the minutes.

7.0 Correspondences

All correspondence received has been responded to and has been placed on file at the NBAD office and can be viewed if requested.

8.0 Committee Reports

All Committee reports have been pre-circulated by email on May 15th, 2020 for the members to review in advance. All reports are accepted and will be placed on NBAD files.

9.0 Year in Review

Board Report

Jaclyn Murgatroyd invited Janie St-Onge, President-Elect, to chair the meeting while she presented a report highlighting the NBAD Board achievements during 2019-2020.

Jaclyn moved that the report be accepted as presented. The report was accepted and placed on file.

Registrar Report and Registry Statistics Report

Nicole Arsenaault Bishop, Executive Director and Registrar, presented the Registrar report and the registry statistic report (see *2019 Annual Report* for more details).

Nicole submitted the 2019-2020 Registrar report to be accepted and placed on file. The report has been accepted and will be placed on file.

The role of the chairperson was returned to Jaclyn Murgatroyd.

10.0 Finances Report 2019-2020

Vanessa Martel, Treasurer, presented the 2019-2020 finances report.

The finances report was completed by our Accountant Michael Briggs and sent by email to members on May 15th, 2020.

The 2019-2020 finances report has been accepted and will be placed on file.

11.0 Proposed Budget 2020-2021

Vanessa Martel, Treasurer, presents the proposed budget for 2020-2021 which was sent by email to members on April 22, 2020.

MOTION: Vanessa Martel moved that the proposed budget for 2020-2021 be accepted as presented. **SECONDED** by Janie St-Onge. **MOTION CARRIED**

12.0 Motions

12.1 Motion to approve amendments to By-Law IV *Temporary Members*

MOTION: Catherine MacDonald moved to approve the amendment to By-Law IV Temporary Members. **SECONDED** by Karine Arseneault. **MOTION CARRIED (majority in favor with proxies received)**

12.2 Motion to approve amendments to By-Law XI *Meetings*

MOTION: Nathalie Roy moved to approve the amendment of By-Law XI Meetings. **SECONDED** by Karine Arseneault. **MOTION CARRIED (majority in favor with proxies received)**

13.0 Nominations Committee Report and Introduction of the 2020-2021 Board of Directors

Christine Roherty, Member at Large, reported that three members of the Board of Directors, Leah Cain, Member at Large; Vanessa Martel, Treasurer; Christine Lanteigne, Secretary have decided to submit their names for a second mandate for 2020-2022. Nominations were requested via zoom.

With no further nominations being received, Leah Cain was declared Member at Large, Vanessa Martel was declared Treasurer and Christine Lanteigne was declared Secretary by acclamation for the term 2020-2022.

Christine Roherty and Janie St-Onge presented the 2020-2021 Board of Directors to members:

President – Jaclyn Murgatroyd
President-Elect – Janie St-Onge
Past President – Véronique Ferguson
Secretary – Christine Lanteigne
Treasurer – Vanessa Martel

Member at Large – Leah Cain

Member at Large – Christine Roherty

Registrar and Executive Director – Nicole Arsenault Bishop

Alliance of the Canadian Dietetic Regulatory Bodies Representative – Nicole Arsenault Bishop

Lay Representative – Monica Lavoie's term will be ending on July 3rd, 2020. A special thank you to

Monica for her contribution to the Board of Directors for the past 2 years. Board is currently seeking a replacement for Monica and a posting will be soon shared with membership.

14.0 Appointment of Accounting Firm

MOTION: Karine Arsenault moved to approve *Michael Briggs and Bringloe Feeney LLP, Chartered Accountants* as accountants for NBAD for the fiscal year ending March 31, 2021.

SECONDED by Nathalie Roy. **MOTION CARRIED**

15.0 Appointment of Legal Counsel

MOTION: Jenna Whitlock moved to approve *Cox & Palmer* as legal counsel for NBAD for the fiscal year ending March 31, 2021.

SECONDED by Catherine MacDonald. **MOTION CARRIED**

16.0 Approval of the Board of Directors Action 2019-2020

MOTION: Carolyn Lordon moved to approve the action of the Board of Directors for 2019-2020.

SECONDED by Heather Godfrey. **MOTION CARRIED**

17.0 Motion to grant Board of Directors power to carry out the business of the Association for 2020-2021

MOTION: Carolyn Lordon moved to grant the Board of Directors power to carry out the business of the Association for 2020-2021.

SECONDED by Nathalie Roy. **MOTION CARRIED**

18.0 New Business

No new business arising from previous meeting.

19.0 Destruction of Proxies

MOTION: Vanessa Martel moved to keep the proxies of 2020 Annual General Meeting for 30 days then proceed to destruction. **SECONDED** by Aline Allain-Doiron. **MOTION CARRIED**

20.0 Adjournment of the Meeting

Jaclyn Murgatroyd, President, officially thanked everyone for participating and asked for a motion to adjourn the meeting.

Janie St-Onge moved that the meeting be adjourned at 10:41 am.

Respectfully Submitted,
Christine Lanteigne, RD
NBAD Secretary