

**The New Brunswick Association of Dietitians
Minutes of the Annual General Meeting
Via Zoom
June 12, 2024
12pm-1pm**

1.0 Call to Order

The meeting was called to order at 12:05 pm with 60 participants present and 26 proxies submitted, totaling 86 attendees. Quorum was met, and the meeting was able to proceed.

2.0 Notice of Meeting

The notice of the meeting was acknowledged.

3.0 Appointment of Parliamentarian

Esther Archibald was appointed as parliamentarian for the meeting. Bourinot's Rules of Order was the model followed for the proceedings.

4.0 Opening Remarks and Announcements

The chairperson made opening remarks and proposed a modification to the agenda (removal of By-law amendments under "New Business"). She announced the requirement to have a motion to approve the updated agenda, as well as a motion to approve Honorary Member Linda Clark.

MOTION: Ian Wiseman moved to approve the amended agenda. **SECONDED** by Rachael Martin **Majority of votes during meeting in favor – MOTION CARRIED.**

MOTION: Ian Wiseman moved to approve Linda Clark as an Honorary Member of NBAD. **SECONDED** by Connie Coffin **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

A presentation by Josée Gagnon highlighted the accomplishments of Linda Clark throughout her career as a Registered Dietitian in New Brunswick.

5.0 Minutes of Previous Annual General Meeting

The minutes from the previous AGM held on June 21, 2023, were reviewed with no corrections received.

6.0 Business Arising from the Minutes

There was 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. They can be viewed upon request.

8.0 Committee Reports

All Committee reports were pre-circulated on May 14, 2024, for the members to review in advance. There were no questions or comments regarding any Committee reports. The reports were accepted and placed on file.

9.0 Year in Review

Board Report

Christine Roherty invited Esther Adsett, President-Elect, to chair the meeting while she presented a report highlighting the NBAD Board achievements during 2023-2024. Christine presented the Board Report. There were no questions or comments regarding the report.

The report was accepted and will be archived.

Registrar Report and Registry Statistics Report

Bridget Pyke, Interim Executive Director and Registrar, presented the Registrar Report and the Registry Statistic Report. There were no questions or comments regarding the report.

Bridget submitted the 2023-2024 Registrar Report to be accepted and placed on file. The report was accepted and will be archived.

The role of the chairperson was returned to Christine Roherty.

10.0 Finances Report 2023-2024

The financial report was submitted and accepted.

11.0 Proposed Budget 2024-2025

Vanessa Martel, Treasurer, presented the proposed budget for 2024-2025 which was sent to members on May 14, 2024. There were no questions or comments regarding the proposed budget. A motion was presented to accept the proposed budget for 2024-2025. **MOTION:** Esther Adsett moved that the proposed budget for 2024-2025 be accepted as presented. **SECONDED** by Ian Wiseman **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

12.0 New Business

No new business was identified for this meeting.

13.0 Appointment of Accounting Firm

Motion to appoint the Accountant Michael Briggs and the Accounting firm of Bringloe Feeney LLP, Chartered Accountants, as the accountants for NBAD for the year ending March 31st, 2025, by Ian Wiseman. **SECONDED** by Rachel Martin. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

14.0 Appointment of Legal Counsel

Motion to appoint Duane McAfee and Ryan Craig of Cox & Palmer of Saint John, as Legal Counsel to NBAD for the year ending March 31st, 2025, by Ian Wiseman. **SECONDED** by Johanna McLeod. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

15.0 Nominations Committee Report and Introduction of the 2024-2025 Board of Directors

Esther Adsett, President-Elect, reported that Geneviève Daigle and Stéphanie Couturier submitted their names for the Treasurer position for the 2024-2025 term. Esther asked if there were any further nominations amongst those present.

With no further nominations being received, and after a vote, Stéphanie Couturier was elected the Treasurer for 2024-2025 NBAD Board of Directors.

Esther Adsett presented the 2024-2025 Board of Directors to members:

President – Christine Roherty
President-Elect – Esther Adsett
Past President – Janie St-Onge
Secretary – Ian Wiseman
Treasurer – Stéphanie Couturier
Member at Large – Rachael Martin
Member at Large – Johanna McLeod
Lay Representative – Rene Comeau
Interim Registrar and Executive Director – Bridget Pyke
Alliance of the Canadian Dietetic Regulatory Bodies Representative – Bridget Pyke

Esther Adsett thanked Vanessa Martel for their years of dedication on the Board of Directors.

16.0 Approval of the Board of Directors Action 2023-2024

MOTION: Connie Coffin moved to approve the action of the Board of Directors for 2023-2024.

SECONDED by Josée Belanger-Plourde. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

17.0 Motion to grant Board of Directors power to carry out the business of the Association for 2024-2025

MOTION: Connie Coffin moved to grant the Board of Directors power to carry out the business of the Association for 2024-2025. **SECONDED** by Aline Allain-Doiron. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

18.0 Destruction of Proxies

MOTION: Esther Adsett moved have the proxies of the 2024 AGM be retained for one year before being deleted from the NBAD website. **SECONDED** by Ian Wiseman. **Majority of proxies and votes during meeting in favor – MOTION CARRIED.**

19.0 Adjournment of the Meeting

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

Ian Wiseman moved that the meeting be adjourned at 1:13 pm.

Respectfully submitted,
Ian Wiseman, R.D.
NBAD Secretary