

CANADIAN ASSOCIATION OF MEDICAL RADIATION TECHNOLOGISTS

76th Annual General Business Meeting

**Wednesday, May 16th, 2018, 12:00 to 13:30
Marriott Hotel, Ottawa, Ontario**

MINUTES

1. Call to Order

President Karren Fader called the meeting of the 76th Annual General Meeting to order.

2. Opening Remarks & Roll Call of Board of Directors

Before beginning the meeting, President Fader read the following statement:

"We would like to begin by acknowledging that the land on which we gather is the traditional unceded territory of the Algonquin Anishnaabeg people."

President Fader welcomed members in the assembly and those members who were participating virtually. She announced that this was the first time CAMRT was broadcasting its AGM via live stream and this would give those members participating virtually the chance to take part in the meeting through its question and voting functions. She then introduced the personnel on the platform: François Couillard, Chief Executive Officer, Myrtle Shields, Executive Coordinator and Recording Secretary, and Lori Lukinuk, Certified Parliamentarian and Professional Registered Parliamentarian. The scrutineers for the meeting were Chief Scrutineer Melanie Bérubé, assisted by Francine Caron, and Carly McCuaig.

The Board of Directors were introduced next as follows:

Meena Amlani – British Columbia Director
Susan Fawcett – Alberta Director
Karen Davis – Saskatchewan Director
Sandra Luke – Manitoba Director/Treasurer
Liz Lorusso – Ontario Director
Micheline Jetté – Quebec Director
Jennifer Carey – New Brunswick Director
Jonathan Bower – Nova Scotia Director
Gaillyne MacPherson – Prince Edward Island Director/Vice President (*could not be present*)
Breanne Teasdale – Newfoundland & Labrador Director

The Chief Scrutineer confirmed a quorum of 75.

2.1. Recognition of Distinguished Individuals

Acknowledgment was given to the following past presidents who were present in the assembly: Deborah Murley, Shirley Bague and Fiona Mitchell. All Fellows and Life Members in attendance were also recognized.

The valuable contributions of CAMRT volunteers who worked on various committees and workgroups were also recognized.

Special welcome was given to the presidents and CEOs/Executive Directors of the provincial organizations.

President Fader acknowledged that on this same date in 1943, the Canadian Society of Radiological Technicians, as the association was then called, became incorporated under provision 2 of the Canadian Companies Act, for the expressed purposes of promoting the science and art of radiological technique, providing a central Canadian association for the profession, and facilitating the exchange of information and ideas about the profession, among others. She stated that 75 years later, the CAMRT was still serving those same goals, and was a thriving organization for a growing profession.

2.2. Briefing on AGM Procedures

President Fader briefed the assembly on rules and procedures for the meeting, and invited full participation.

3. Approval of Minutes of the 75th Annual General Meeting of April 28, 2017

There were no errors or omissions to the minutes of April 28, 2018.

MOTION: Davies/Brydon

To approve the minutes of the 75th Annual General Meeting of April 28, 2018.

CARRIED

4. Business Arising from the Minutes

President Fader drew attention to a one-page summary included in the AGM workbook. She stated that one item which arose from the minutes of the last meeting was a motion to investigate the development of a Bone Mineral Densitometry Specialty Certificate Program. She advised that the Board of Directors was recommending that such a program not be pursued at this time.

5. Annual Reports

5.1. President's & CEO's Report

President Fader invited Chief Executive Officer, F. Couillard, to provide a brief report on the past year and give a glimpse of what members could expect for this year. F. Couillard gave a PowerPoint presentation cataloging the achievements of the association over the past year.

S. Bague enquired into the benefits of international conferences. F. Couillard stated that these were very valuable and there was important collaboration at the international level. For example, the Radiological Society of North America (RSNA), the Society of Nuclear Medicine and Molecular Imaging (SNMMI), the American Society for Radiation Oncology (ASTRO), and most especially the International Society of Radiographers and Radiological Technologists (ISRRT) World Congress, which was held biennially. The most recent ISRRT World Congress was held this past April in Trinidad & Tobago. There were over 20 CAMRT members in attendance and some presented. Some of these CAMRT members were on the ISRRT Board of Management - Terry Ell, who was VP Americas, Alain Crompt, who was Director of Public Relations, and Dr. Robin Hesler, who was Regional Coordinator for Education, the Americas. Marcia Smoke was the CAMRT Representative to the ISRRT Council. At these international conferences information was shared and knowledge of trends were gained. He advised that the CAMRT was working collaboratively to develop a webinar series for MRI members, as a result of earlier conversations held at the RSNA.

In response to an enquiry by M. Smoke regarding absence of money in the 2018 budget toward the new accreditation process, F. Couillard explained that the work of the accreditation working group was to identify a new accrediting body when the CMA announced that they would no longer be accrediting programs. The allied health associations on the working group pooled resources, hired a consultant and paid lawyers to assist them. The money last year was to help with that process. The work was now completed and the working group has been disbanded. Accreditation Canada was chosen as the new accrediting body. This was why there was no money set aside in the 2018 Budget toward the accreditation process. He assured that CAMRT was actively involved with the accreditation process and sat on Accreditation Canada committees.

D. Murley asked for comment on the usefulness of the joint conferences with which CAMRT was involved. K. Fader stated that the CAMRT took the opportunity to meet with the executive of these organizations to engage and have productive conversations. She advised that she had found them to be beneficial.

5.2. Treasurer's Report

There were no questions on the Treasurer's Report.

5.3. Auditor's Report & Approval of the Audited Financial Statements for 2017

A. Johnston enquired whether there had been a substantial trend in the change to the PLI premium over the years or was the upcoming dues motion simply a proactive move. F. Sami, Director of Finance and Administration, responded that in terms of the PLI, the total amount changed based on the number of members at any one time; it fluctuated. However, there had been no change in the amount of the PLI itself and no increase in trend.

M. Smoke commented on the loss of 100 members last year from a province, and enquired whether the budget for this year took into account the possibility of further losses. In addition, it was said that the CAMRT was working with that province and were there any positive results? F. Couillard responded that membership dues made up 50% of the source of revenue. The CAMRT had been prudent when creating the budget for 2018 and budgeted in case they lost another 150 members. The province affected was Ontario and they were making efforts to grow membership. The main strategy was to attract students and make sure that they joined the association when they graduated, to help offset the erosion of people who were retiring.

S. Bague referred to Capital Assets and enquired whether any new equipment had been purchased. F. Sami, responded that this increase was due to the acquisition of the new association membership system software.

S. Bague enquired into the reason why there was no expense under Education Advisory Council for the second year running. C. Bru, Director of Education, responded that there had been no meetings of the council in 2017. With the transition in the role of Director of Education, the council was being re-evaluated and the Terms of Reference were being reviewed. The council would be reinitiated in the very near future. C. Bru also advised that the Education Department would be working closely with the Education and Conference Advisory Council this year.

In response to S. Bague's enquiry regarding an increase in the administration fees, F. Sami advised that he would get back on this in terms of specific details.

An online enquiry came in from R. Hesler, asking why there were several items deferred in the expense section of the financial notes. F. Sami responded that they were deferred to assist the association in meeting its bottom line target.

S. Bague said that she had heard that the CAMRT would no longer be paying ISRRT associate membership fees for members. F. Couillard stated that the ISRRT had a membership of 80 – 100 countries and CAMRT and the Australian association were contributing a significant portion in fees. A taskforce was put together by the ISRRT led by Marcia Smoke, and a new model was proposed that would be more equitable. This entailed that each member country contributed to the level of their financial strength. The proposal had been presented to the ISRRT Council, supported by the ISRRT Board and had been approved. It would take several years for this new model to come into place, but for the CAMRT there would be a lower contribution. It would be a more equal spread. In the meantime, the CAMRT was

still paying its full contribution. K. Fader added that it was ensured that the ISRRT would still remain sustainable and viable and there would be no risk to the ISRRT.

MOTION: MacLaine/Mills

To approve Audited Financial Statements for 2017.

CARRIED

5.4. Committee Reports

There were no questions on the committee reports.

5.5. External Liaison Reports

There were no questions on the external liaison reports.

6. Motions Presented to the Membership

6.1. MOTION: Murley/Smoke

To ratify the election of Susan Fawcett, RTT, as Director for Alberta; Ada Bunko, RTT, as Director for Saskatchewan; and Marie-Pier Chagnon, RTT, as Director for Quebec, to the CAMRT Board for Directors.

CARRIED

6.2 MOTION: Luke/Davis

That the members pass a motion enabling the Board of Directors to approve annual, optional, and incremental dues increases tied to the cost of living, and not to exceed the previous year's Consumer Price Index (CPI) + 0.5%

CARRIED

J. Avery enquired into the rationale to go above the Consumer Price Index. F. Couillard assured that this would be optional, that the board every year would look at rise in costs and consider whether a dues increase was warranted. This was just to give the board a little more flexibility without giving them too much leeway, without coming back to the membership. It would not be automatic and was capped.

In response to a query by A. Johnson, F. Couillard stated that this was independent from PLI. There was a clause in the Bylaws that stated if the PLI went up, then the dues automatically went up. This motion was separate to this.

S. Bague asked if there was an example of what such an increase would look like and would this really help the board. K. Morrison, Director of

Membership and Events stated that if the calculation had been done for this year, the increase amount would be \$6.16 per member maximum. F. Couillard stated that it made a difference at the staffing level as costs went up a little every year.

The question was asked whether this meant that there would be no way to increase the dues more than this if need be. F. Couillard stated that this could still be done, but it would have to be brought to the membership.

6.3 MOTION: Amlani/Fawcett

To amend section 2.1.6 ("Student Membership") of the bylaws by replacing "Canadian Medical Association (CMA)" with "Accreditation Canada".

CARRIED

As a point of interest, M. Brydon queried the necessity of specifically referencing the accreditation body, since it would require another change to the Bylaws down the road if the company was changed. She wondered whether simply stating "accreditation body" would suffice. C. Bru stated that since it was being defined under a membership category, then perhaps it was necessary to keep it specific to what the current Canadian accreditation body was, so that it was not interpreted as other accreditation agencies.

7. Appointment of Auditors

MOTION: Luke/Mills

To appoint Welch LLP as auditors for 2018.

CARRIED

8. Other Business

8.1. Presentation of 2018/2019 CAMRT Board of Directors

- President – Gaillyne MacPherson, MA, CHE, RTR, ACR
- Immediate Past President – Karren Fader, RTNM
- From B.C. – Meena Amlani, RT(R), BHS(hons), MBA, DHSc
- From Alberta – Susan Fawcett, MRT(T), B.Sc, M.A.
- From Saskatchewan – Ada Bunko, RTT
- From Manitoba – Sandra Luke, RTR, RTMR, ACR, CAE
- From Ontario – Liz Lorusso, RTR, RTMR, BSc
- From Quebec – Marie-Pier Chagnon, RTT
- From New Brunswick – Jennifer Carey, RTR, CTIC
- From Nova Scotia – Jonathan Bower, RTNM
- From PEI – Tanya Dickey, RTR, RTMR, Director-at-Large
- From Newfoundland & Labrador – Breanne Teasdale, RTT

8.2. Announcement of CAMRT Research Grant Recipients

In 2010, the board established a CAMRT Research Grant to fund one grant in the amount of \$5,000. A competition was held again this year and the Research Grant Committee, chaired by Michael Velec, RTT, has completed the selection process. The winner of this year's research grant is Nichole Smith of Dalhousie University for her project: *Evaluation of the Clinical Value of Extended Field of View vs. Standard Field of View¹⁸F fluoro-2-deoxy-glucose PET/CT Imaging in Melanoma Patients: A Multi-Center Study.*

8.3. Installation of Officers

K. Fader invited Immediate Past President Deborah Murley to conduct the installation of officers for 2018/2019. D. Murley explained that K. Fader would be standing in for Gaillyne MacPherson, who was not able to be present, and who was being installed as President. Susan Fawcett was installed as Vice-President and Breanne Teasdale was installed as Treasurer. G. MacPherson's acceptance speech was read by K. Fader.

8.4. Any Other Business

S. Bague stated that she had received comments from a number of Alberta members that having the AGM on a Wednesday at lunchtime made it difficult for them to participate virtually.

A question was received online from R. Hesler. He wanted to know why there was a director on the board from BC when the BCAMRT was no longer functioning as an association and CAMRT had BC as a chapter managed by staff. F. Couillard responded that the CAMRT Bylaws state that there should be a representative from every province. Therefore, this did not present an issue. K. Fader explained that it used to be there was a director from a province who was appointed or elected by that province to sit on the board. With the new Not-For-Profit Act this had changed but the CAMRT recognized the value in having geographical representation and, therefore, they wanted to have a director who resides in BC on the board to retain that distinctive provincial voice.

M. Smoke stated that many people had given countless hours of volunteerism to the CAMRT and the CAMRT office had done a tremendous amount of work. She stated that on behalf of the members she would like to thank everyone.

M. Smoke stated that at the last AGM there was a question about assessing the new conference model and it was said that the board would address this and have some outcomes that could be measured to determine the success of the new model. While it might be early to do this, she believed that collecting data early was beneficial and she wanted to know what had happened with this. K. Morrison, Director of Membership and Events responded that 2018 was a busy year with a lot of events and new initiatives as part of the new conference model. She acknowledged that it was early in the process. There had been one joint event already and also some provincial conferences which were supported by CAMRT.

Data was being collected from all of these events and they would be reported back to the board in November. She could, however, report that registration in the joint events had been higher with more technologists participating than in past years. More members were being reached and they were interacting with more non-members.

9. Closure

K. Fader thanked everyone for participating and also thanked the Parliamentarian for her assistance. She reminded everyone to turn in their voting cards. She then declared the meeting closed.

President

Date

Vice-President

Date