

INFECTION PREVENTION AND CONTROL CANADA
(IPAC CANADA)
2017 ANNUAL GENERAL MEETING

Palmar Room, PEI Convention Center, Charlottetown PEI
June 21, 2017
MINUTES

AGENDA ITEM	DISCUSSION	MOTION	ACTION
1. Call to order	President Suzanne Rhodenizer Rose, President called the meeting to order at 8:02 hrs.		
2. Establish Quorum	Marilyn Weinmaster, Secretary announced that there are 130 IPAC Canada members present or by proxy. A quorum of 5% of IPAC Canada membership was established.		
3. Rules of Order	Marilyn Weinmaster, Secretary, announced that Roberts Rules of Order would be the parliamentary rule of the meeting. No new business was submitted		
4. Approval of Non-Member Observers		Motion Patricia Rawding Second: Bruce Gamage That non-member observers are permitted to attend. CARRIED	
5. Approval of Agenda	No new business was proposed	Motion by: Bruce Gamage Second: Suzanne Rowland That the agenda be adopted as circulated CARRIED	
6. Minutes of Previous Meeting	Minutes of the meeting of May 18, 2016 had been posted and circulated. There were no errors or omissions noted.	Motion: Clare Barry Second: Zahir Hirji That the minutes of May 18, 2016 be adopted as circulated. CARRIED	
7. 2016 Annual Reports	All reports are contained in the 2016 Annual Report which are posted to the IPAC Canada website.		
7.3.1 2016 Audited Financial Statements	Michael Rotstein, Treasurer, presented the 2016 Audited Financial Statements. Questions from the floor: Membership is down. Is this a trend or a one-time event in 2016? What are the reasons for the decline in membership? Gerry Hansen responded that this has been a trend for the past few years. Possible causes are members retiring, institutional budget constraints and lack of employer support. Is there a plan to address the \$50,000 deficit? Treasurer informed that the deficit is primary a result of lost membership revenues, which is being addressed by the Board and the Membership Core Committee. Additional coverages were in budget items that will not reoccur in 2018.	Motion: Faith Stoll Second by: Jodi-Marie Black That the 2016 Audited Financial Statements be accepted as circulated. CARRIED	
7.3.2 Appointment of Auditor		Motion: Clare Barry Second: Zahir Hirji That the firm of Stefanson Lee Romaniuk is appointed auditors for the period ending December 31, 2017. CARRIED	

7.5.1 Membership	<p>Jacqueline Hlagi, Chair, Membership Core Committee, reported the three chapters who achieved the highest increase in membership in 2016-2017: IPAC HUPIC 17 % IPAC Simcoe Muskoka 6% IPAC Southern Alberta 5%</p> <p>The three chapters will receive one complimentary membership for 2017-2018 to be given to a member of their choice.</p>		
	<p>Jacqueline announces the winners of the 2017 New Member Contest: Samantha Woolsey and Vivian Lee. The New Member Contest will continue in 2017-2018.</p>		
		<p>Motion: Bruce Gamage Second: Clare Barry</p> <p>That the 2016 annual reports be accepted as circulated. CARRIED</p>	
8. NEW BUSINESS	<p>By-law amendments have been posted and notices provided to membership. Two-thirds (2/3) of each voting class (Active and Honorary) must approve the resolutions amending the by-laws and Articles of Amendment. Resolutions are attached to the minutes. Gerry Hansen advised that the Resolution to approve by-law-amendments and Articles of Amendment must be approved by three voting classes: 1) collectively by all Active and Honorary Members; 2) by all Active Members; and 3) by all Honorary Members. A two-third (2/3) majority vote by each voting class must be acquired to pass the amendments.</p> <p>Resolution documents attached.</p> <p>1. Collective Vote of Active and Honorary Members</p> <p>Questions:</p> <p>1. Extension of Past President term: request for clarification on the role of the Past President and job description was tabled. Suzanne responded by clarifying that the terms of reference for all Board members are generic and are at the discretion of the Board; the terms of reference for the Past President would be developed after amendments are approved. Molly Blake spoke to the need for the Past President to be at the Board table for at least one year for continuity.</p> <p>2. Concern was also expressed that the time in office for President-elect is now five years from instead of the original four years and employers may not support the commitment and time away from work</p> <p>2. Industry Membership- request for clarification on what would happen should a Board member establish a business of products or services pertaining to IPAC Canada. Gerry responded that any Board member being employed by or establishing a corporation providing products and services directly related to infection prevention and control would have to resign. Gerry also noted that this would not apply to infection control professionals providing temporary consultancy. It does not eliminate the opportunity for industry members to participate on committees, projects/initiatives, and to take office at the chapter level.</p> <p>3. Discussion on membership, industry and public perception of industry holding a position on the Board and noting that there is a Corporate Relations Committee which has direct communication with the Board on matters of interest to both industry and the Board.</p>	<p>Motion: Faith Stoll Second: Suzanne Rowland</p> <p>That the amendments to By-law 2 and Articles of amendment be approved as posted</p>	

	4. Members requested that the Resolutions be divided into two segments to which the President agreed. There would be one collective vote on the amendment regarding the Past President and the three class votes on the amendment regarding membership rights. The original motion was withdrawn	Motion Withdrawn by friendly consent	
	It was noted that two-thirds (2/3) of Active and Honorary members were required to approve the amendment. Two tellers were appointed to count votes: Jacqueline Hlagi and Melissa Botz	Motion: Denise Gravel Tropper Second: Karrie Yausie That the Resolution to approve amendments By-law 2, and Articles of Amendment ,pertaining to the extension of the term of Past President and increase in the number of Board members, be adopted Yay 103; Nay 13; Abstain 3 The resolution is adopted	
	Being a collective vote of both Active and Honorary Members, two thirds (2/3) of Active and Honorary Member votes are required to pass the amendment.	Motion: Suzanne Rowland Second: Anne Bialachowski That the Resolution to approve amendments to By-law 2, pertaining to membership rights be adopted. Yay 110; Nay11; Abstain 2 The Resolution is adopted	
	Being a vote of Active Members only, two third(2/3) of Active votes are required to pass the amendment.	Motion: Jacqueline Hlagi Second: Jodi-Mari Black That the Resolution to approve amendments to By-Law 2, pertaining to membership rights, be adopted. Yay 104; Nay 9; Abstain 1 The Resolution is adopted	
	Being a vote of Honorary Members only, two third (2/3) of Honorary Member votes are required to pass the amendment.	Motion: Shirley McDonald Second: Karen Clinker That the Resolution to approve amendments to By-law 2, pertaining to membership rights, be adopted. Yay 4 ; Nay 0; Abstain 0 The Resolution is adopted	
9. ELECTIONS	The President asked Gerry Hansen, Executive Director, to assume the Chair.		
	Nominated for President elect: Barbara Catt There being no further nominations, Barbara Catt has been elected.		
	Nominated for Secretary: Jennifer Happe There being no further nominations, Jennifer Happe has been elected		
	Nominated for Director: Kim Allain There being no further nominations, Kim Allain has been elected.		
	Nominated for Director: Ramona Rodrigues for a second three year term. There being no further nominations, Ramona Rodrigues has been elected.		
	President Molly Blake asked Suzanne Rhodenizer Rose to resume chairing of this meeting.		
10. OTHER BUSINESS			

10.1 Board Acknowledgement	Suzanne acknowledged outgoing Board member Marilyn Weinmaster and welcomed new Board members.		
10.2 Appointment of Reviewers	Denise Gravel Tropper and Bal Sidhu were appointed reviewers of the AGM minutes.		
11. FUTURE CONFERENCES	The 2018 National Education Conference will be held in Banff, May 27-30, 2018. IPAC Southern Alberta and the 2018 Scientific Program Committee invited delegates to the 2018 conference.		
12. NEXT MEETING	The 2018 Annual General Meeting will be held on Wednesday, May 30, 2018 at the Banff Centre for Arts & Creativity, Banff, Alberta		
13. ADJOURNMENT	On motion by Zahir Hirji seconded by Jim Gauthier the meeting adjourned at 0930 hrs..		

Attachments



members res class
vote re Am BL Active



members res class
vote re Am BL Honor



members res
collective vote re Am



Articles of
Amendment - v1 - 20

Marilyn Weinmaster, Secretary