

INFECTION PREVENTION AND CONTROL CANADA
(IPAC CANADA)
2016 ANNUAL GENERAL MEETING

Scotiabank Convention Centre, Niagara Falls

May 18, 2016

MINUTES

AGENDA ITEM	DISCUSSION	MOTION	ACTION
1. Call to order	Suzanne Rhodenizer Rose called the meeting to order at 0755 hrs.		
2. Establish Quorum	Marilyn Weinmaster, Secretary announced that there are 136 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: Anne Bialachowski; Second: Terrance Smith That non-member observers be permitted to attend. CARRIED	
5. Approval of Agenda	There was no New Business proposed.	Motion: Grace Volkening; Second: Madeline Ashcroft That the agenda be adopted as circulated. CARRIED	
6. Minutes of Previous Meeting	Minutes of the meeting of June 15, 2015 had been posted and circulated. There were no errors or omissions.	Motion: Terrance Smith; Second: Suzanne Rowland That the minutes of June 15, 2015 be adopted as circulated. CARRIED	
7. 2015 ANNUAL REPORTS	All reports are contained in the 2015 Annual Report which has been posted to the IPAC Canada website. No questions were posed.		
7.3.1 2015 Audited Financial Statements	Michael Rotstein, Treasurer, presented the 2015 Audited Financial Statements.	Motion: Michael Rotstein; Second : Suzanne Hennessy That the 2015 audited financial statements be accepted as circulated. CARRIED	
7.3.2 Appointment of Auditor		Motion: Michael Rotstein; Second: Jennifer Amyote That the firm of Stefanson Lee Romaniuk is appointed auditors for the period ending December 31, 2016. CARRIED	
7.5.1 Membership	Jacqueline Hlagi, Chair, Membership Core Committee, reported that the three chapters who achieved the highest increase in membership in 2015-2015-6 are: IPAC Central East Ontario with 17%; IPAC SaskPIC 13% and IPAC Ottawa 11%. The three chapters will receive one complimentary membership for 2017 to be given to a member of their choice.		
	Jacqueline announced the winners of the 2016 New Member Contest: Shelly Rempel and Dr. Nadine Mazurat. The New Member Contest will continue in 2016-2017		
	Mandy Deeves announced that IPAC Canada will collaborate with Handy Metrics in the development of an audit tool app.		

		Motion: Suzanne Rowland; Second: Mary LeBlanc That the 2015 annual reports be accepted as circulated. CARRIED	
8. NEW BUSINESS	No new business submitted		
9. ELECTIONS	Suzanne Rodenizer Rose asked Gerry Hansen to assume the Chair.		
	Nominated for Director: Mandy Deeves for a second three year term commencing at the close of AGM. There being no further nominations, Mandy Deeves has been elected unopposed.		
	Nominated for Director: Tara Donovan for a three year term commencing at the close of AGM. There being no further nominations, Tara Donovan has been elected unopposed.		
	Nominated for Director Public Representative: Sara Limpert and Stephen Palmer .		
	Volunteers came forward as tellers (2) and scrutineer (1): Tellers: Terrance Smith, Grace Volkening Scrutineers: Susan Cooper , Suzanne Rowland		
	The ballot process commenced.		
	Discussion that the Board revisits the nomination criteria for the public representative to ensure the applicant for the position is external to all healthcare fields.	Motion: Clare Barry; Second: Joanne Archer That the board revisit the nomination criteria for the public representative CARRIED	
	Discussion that the current ballots for director public representative be destroyed, and a revote happen.	Motion: Joanne Archer; Second: Anne Bialachowski That the current ballots be destroyed. Yay 25, Nay 82 MOTION DEFEATED	
	Discussion prior to the vote count, that the terms of the public representative be reduced to one year to allow the board to review the nomination criteria for director public representative	Motion: Lee Hanna; Second: Maureen Cividino That the current representative for the current term be reduced to one year for this term only. MOTION WITHDRAWN	
	Stephen Palmer is elected Director Public Representative for a three year term commencing at the close of the AGM.		
	Suzanne Rhodenizer Rose resumed the chair.		
10. OTHER BUSINESS			
10.1 Board Acknowledgement	Suzanne Rhoddenizer Rose acknowledged outgoing Board member Victor Leung and welcomed new Board members.		
10.2 Appointment of Reviewers	Lee Hanna and Terrance Smith were appointed reviewers of the AGM minutes.		
11. FUTURE CONFERENCES	The 2017 National Education Conference will be held in Charlottetown, PEI, June 18-21, 2017. IPAC New Brunswick/Prince Edward Island and the 2017 Scientific Program Committee welcomed delegates to the 2017 conference.		
12. NEXT MEETING	The 2017 Annual General Meeting will be held on Wednesday, June 21, 2017 at the Prince Edward Island Convention Centre, Charlottetown, PEI		
13. ADJOURNMENT	There being no further business the meeting adjourned at 0900 hours		

Marilyn Weinmaster, Secretary