



British Columbia Society of Respiratory Therapists

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P.O. Box 4760, Vancouver, BC, V6B 4A4

BCSRT Annual General Meeting RiverRock Casino & Resort-Capilano/Birkenhead Room November 19th, 2011 15:30hrs

1.0 Meeting called to order; Request for confirmation of quorum made by President; confirmed that a quorum was present (30 members including proxy votes) and that business could be conducted. 32 members present, including proxy votes.

2.0 Introduction of BCSRT Board of Directors; Ms. Elizabeth Goodfellow, President, Ms. Miranda Whiteley ,acting Secretary, Mr. Craig Goulet, Director at Large, Mr. Scott Vigliotti ,Treasurer. Mr. Vigliotti sends his regrets that he cannot attend. Mr. Goulet did confirm his attendance earlier, but is not yet present. From the floor; Mr. Lascelle asked if there was anything in the BCSRT bylaws that indicated whether or not a certain number of board members had to be present in order for the meeting to be conducted. The president indicated that there was not.

Mr. Zurba inquired as to why Mr. Vigliotti was not in attendance given that he knew that there was an AGM. The chair explained that Mr. Vigliotti had a mandatory course to attend as part of his current educational pursuit and had given notice to the board that he would not be able to attend.

3.0 Approval of Minutes from the 2010 AGM (available on the website @ www.bcsrt.com):

- The President explained that the original AGM meeting minutes that were recorded by the BCSRT secretary at the time of the 2010 AGM (Mr. Moss) were lost due to a process failure (BCSRT computer malfunction and archiving issues). The meeting minutes represented in the circulated document have been compiled from notes taken by other board members and general members at the time of the meeting. The circulated notes should accurately reflect the high level discussions and decisions presented by the board and should be acceptable to the membership. It was put to the membership the option to approve them or table them if the membership would like time to review the minutes.

Corrections/clarification of discussion regarding the 2010 AGM meeting minutes:

- Inquiry regarding whether or not the action items have been reflected in the document. President stated that they have been accurately reflected. Inquiry as to how the minutes were lost. It was explained that the BCSRT laptop had a computer malfunction last year following the AGM and that the paper copy of the notes were no longer available to refer back to. The previous secretary was contacted and did not respond to queries from the board for other copies of the minutes. As a result, some board and general members present at the 2010 AGM compiled the notes as circulated. Spelling mistakes in the notes were addressed as well as information regarding who won the BCSRT free membership at the previous AGM. Correct winner was Ms. Gloria Agar. President noted all corrections and will update the minutes.
- Mr. Lascelle inquired as to why the AARC fellowship was made to Craig Goulet who is a board member. The president explained that the fellowship was awarded as such due to lack of interest in the fellowship. It was advertised through the ARTBC several times as that is the audience the membership was intended for. With only one other letter of interest, the board discussed the issue and decided to present it to Mr. Goulet who had also submitted a letter of interest.
- Inquiry about 5.0 B, second point; what was the outcome of this discussion about using the funds from the college to develop a scope of practice document? The President recollected that it had been decided



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that it was not an appropriate use of the college funds and that the general feeling had been that the money should be protected. Mr. Matthews stated that there was a motion on the point and that it was voted down as an inappropriate use of the college funds.

- Discussion: Mr. Lascelle inquired as to what happens if the minutes are not accepted by the membership? The president indicated that there would be no 2010 AGM minutes to file with the society branch but is unsure about what that would mean for the BCSRT. Minutes have to be filed with the annual renewal of the society as indicated in the Societies Act and not having minutes from 2010 may impact this process. There was an inquiry as to why we can't just inform the administrators of the Societies Act in Victoria that the minutes have been lost? The president indicated that this likely could be done but the issue is that the AGM last year saw a special resolution to accept new bylaws for the society. If there is nothing formal on the record for this having been done, it may negate the decision made by the membership and potentially would cost the society time and money. Mr. Vergilio moved to accept the meeting minutes, seconded by Mr. Dorval. Sections to be amended were read out to the membership by the President. Vote on the motion to amend the minutes as stated above, all in favour, one abstaining, motion passed.
- Motion to file amended minutes made by president and seconded by Mr. Vergilio. Discussion: Mr. Lascelle indicated that it would be nice to know what the consequences are if we can't file AGM minutes at any time in the future of the BCSRT. Chair called for a vote on the motion to file the amended 2010 minutes, all in favour of accepting and filing the 2010 minutes, 1 abstaining, 3 proxies abstaining. Amended version will be on the website within 14 days of today. If there are any concerns at that time, the membership was asked to contact the board.

4.0 Approval of agenda/additions to the agenda; request by the President to approve the meeting agenda as circulated with the following additions/corrections:

- Ms. Jolley would like to discuss membership engagement and vacant positions on the board
- Ms. Shaw would like to discuss updating the current BCSRT website

Motion to approve additions to the agenda; Motion made by Ms. Jolley, seconded by Mr. Dorval.

5.0 & 6.0 Officers Reports & Review of Budget

President-Ms. Goodfellow; please see attached Presidents report as circulated to the membership.

Treasurer-Mr. Vigliotti; Treasurers report was read to the membership by the president. Please see attached Treasurers report as circulated to the membership. Discussion: Ms. Jolley inquired as to where the cost of the membership database via Olatech was indicated. The President indicated that it likely was under the "website" category. Ms. MacIsaac indicated that the first invoice has been received from Olatech and that it is approximately 280\$, less than previously anticipated. Ms. Jolley stated that it would be nice to see the costs for Medora separated from the cost for Olatech reflected in the budget for next year. The president indicated that this was a reasonable request and that the board would facilitate this. The president also reported that the executive expenses are down this past year due to efforts to meet via teleconference.

Director at Large-Mr. Goulet was not present; it was reported by the President that he has been working this year on filing the bylaws through our legal council.



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Secretary-Miranda Whiteley; reported that she joined the BCSRT well into the previous secretary's term (April 2011) and that she has been working with the board to keep the membership list up to date while transitioning to the new computer program.

- Ms. Jolly motioned that the board investigate and implement a process to back up BCSRT documents which was seconded by Mr. Vergilio. Discussion: once Olatech is up and running, all of our documents will be saved on that server but all officers will have copies moving forward as well as the secretary. There was an inquiry about filing our minutes with the renewal of our society. The BCSRT was late last year in filing society business, but will file both 2010 and 2011 meeting minutes this year. Vote for the board to investigate and implement a process to back up BCSRT documents, all in favour, no abstentions, motion carried.
- Motion made by chair to accept the reports of the board, seconded by Mr. Vergilio. Vote: all in favour, no abstentions, motion carried.

7.0 Election of Officers:

Secretary

Mr. Vergilio nominated current acting secretary Ms. Whiteley, nomination declined. Ms. Jolley nominated, nomination declined. Ms. Shaw nominated, seconded by Mr. Vergilio, nomination accepted. Ms. MacIssac indicated that she will take over the membership from now on until the Olatech software is up and running. This will allow for a smoother transition into this role.

Director at large (2 positions)

Mr. Matthews nominated Mr. Milo, nomination declined. Mr. Matthews nominated Mr. Dorval, seconded by Mr. Vergilio, nomination accepted.

Ms. Irwin nominated Mr. Zurba, nomination declined. As there were no other nominations, the one vacant position will be posted on the website within 14 days and emailed out to the entirety of the membership once the Olatech software is up and running and the society has the tools to do this.

President-Elect

Mr. Geisbrecht nominated by Mr. Vergilio, seconded by Mr. Matthews, nomination accepted on behalf of Mr. Geisbrecht by Ms. Goodfellow.

8.0 Additional business;

1) Membership engagement-from the floor: communication, with respect to vacant board positions and meeting information. Some long term members are feeling disengaged from the society and the historical issues of apathy within the general membership towards the society continues. Part of this seems to be that the society is not doing a good job of reaching all segments of the membership such as those in community



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and homecare. It was suggested that the membership re-evaluate the role of the society for RTs in the province of BC, determine RT needs and then reorganize the society with those needs in mind. The President agreed that this year has not been a good year for communication from the board and this is related to many factors such as that it was the smallest board in the history of the society (related to the transition in the bylaws for the board officers). Compounding the issues were that the secretary's position was vacated early on in the year and the board had to do the usual scramble of trying to find someone to fill the position in an acting capacity. This and looking after the daily business of the society (such as CIHI filings, planning conferences, trying to convene a special meeting to discuss the membership data platform purchase, etc.) all while looking to purchase and implement a tool that would allow better communication with the membership took up the majority of board efforts.

- Ms. Miller asked why the secretaries position was not widely communicated after this had been a specific request at the last AGM. The president indicated that the vacant board position had indeed been widely circulated via the ARTBC and was also presented on the BCSRT website at the time. All communications to the ARTBC go through the secretary for the group and it was suggested that this be followed up at this level if the communications are not reaching all ARTBC members.
- The president stated that the board recognizes that communication is an element that is in need of improvement based on a survey completed in 2009, amongst all RT's (BCSRT members and non-members) in BC. Ms. Irwin asked why the survey results were not shared and it was stated that the results were indeed shared with the MOH, with the Ministry of Health Human Resources and also presented to the membership at the 2010 AGM. In regards to the Olatech platform, the board has made this a priority because it is the tool that will improve the capacity of the board to communicate with the entire membership.
- Ms. Jolley indicated that she did not find the response from the board to the TRU PPL group as to why the strategic planning session was deferred to be very satisfactory. The president explained that the reasons for deferring the strategy session to early 2012 were specific to feedback from the facilitator of the session who managed the session last time, that a half day session would not be as productive as a full day session, that there was recognition that there could potentially be wider member participation once the ability to communicate with the membership has been improved via the Olatech system and that no names of potential participants with the exception of one had been put forward from the ARTBC. Finally, it was noted that the letter to the TRU PPL group was vetted by the entire board and considered a good response to their query; apologies were offered if it was not considered satisfactory.
- From the floor: Mr. Matthews made the observation that the BCSRT is an RT advocacy group, not a regulatory group. We should be declaring that we are here for our own best interests and to promote our profession. Lobbying, parties, conferences and research were some of the suggestions. We need concrete ideas, to articulate them and then to move forward in a strategic way. We have in effect, become 'beige'.



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- The President asked for suggestions for action from the members present that the board could consider and take forward. Ms. Irwin suggested that the goals/objectives and ongoing business of the society should be secondary to listening to the membership and trying to improve the apathy amongst them. At this point, while this discussion was going on, several members from the back of the room left. Ms. Jolley pointed out that the quorum was lost. The president indicated that the meeting could continue if there were no motions to be made.
- Ms. Coutts suggested that one way of engaging the membership would be to make hospital site visits. She was thanked for this constructive idea and there was discussion about how this could be worked in with the planned site visits to orientate members to the Olotech platform. At this point, the meeting was interrupted and the president was informed that there was a need for the group to vacate the room for another group. The president informed the meeting of this development and suggested that the business be concluded by making the draw for the CSRT conference registration and the BCSRT annual free membership.
- Ms. Jolley withdrew her request to discuss the vacation position on the board. Ms. Shaw, with regards to her request a discussion about the website, indicated that it did not need to go for broader discussion, but just wanted to draw attention to the fact that the website needs updating.

9.0 Draw for annual BCSRT membership: Angelica Szkultecki; draw for CSRT conference 2012: Val Marie Coutts

10.0 Adjournment of AGM