

AGM Minutes

Attendees: Penny Wilson, Rosemary McGinnis, Elaine Williams, Genevieve Currie, Dawn Mercer Riselli, Patty Lemay, Amanda Preston, Roxie Thompson,

Chair: Judy Evans and Recorder

1. **Welcome and introductions**-President Judy Evans welcomed everyone. Suggestion that we send reminders of AGMs closer to the date for future meetings.

2. **Approvals**

- a. Appointment of a Recorder Judy Evans will take minutes
- b. Approval of the 2014 AGM Agenda
Moved by Genevieve Currie and seconded by Elaine Williams that the agenda be approved as circulated. Passed.
- c. Approval of the 2013 AGM Minutes
Moved by Dawn Mercer Riselli and seconded by Rosemary McGinnis that the minutes of the 2013 AGM be approved as circulated. Passed.

3. **Reports to members for the January 1, 2013 to December 31, 2013 fiscal year.**

Moved by Genevieve and seconded by Elaine Williams that the reports to members be accepted as read. See attached report to members.

- a. Membership Reported by Elaine Williams
- b. Finance Reported by Amanda Preston
Moved by Dawn Mercer Riselli moved and seconded by Elaine Williams that members Kandice Wirch and Jena Magnus be approached to audit the 2013 financial records. Approved.
Action: Judy Evans will contact Kandice and Jena to connect with Amanda to audit the books.
- c. VP National Reported by Genevieve Currie
- d. VP Provincial Reported by Rosemary McGinnis
- e. Communications Reported by Ashley Langman
- f. Education and CHN Certification Reported by Roxie Thompson
- g. President Reported by Judy Evans

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4. Board Activities

a. Update 2014 National CHNC Conference, Ottawa, Ontario

CHNA Alberta is sponsoring four members to attend.

Various presentations will be given providing highlights of CHNA Alberta Activities including the certification project.

A hospitality room will be available for networking with other CHNs.

b. Reminder re CNA Certification Program

CNA approved that certified nurses will now receive 4 hours of credit towards their re-certification requirements for joining an affiliate organization (example CHNC/CHNA Alberta). This is primarily to motivate certified nurses to join the affiliate organizations.

4 hours/year - could be 20 hours towards the 100 hours requirement for recertification.

c. Issues of Concern

- CHNC plans for increasing fees and resultant effects of CHNA Alberta.
- Maintaining current membership and meeting the needs of members across the province.
- Board member vacancies:
 - Difficulty retaining volunteer board members due to increasing paid workloads within health services in Alberta

d. Future Plans

- Continue with CNA Certification project and increase enrollment to up to 8 members.
- Plan a workshop for members and others interested in CHN for the spring of 2015- building on the success of past workshops and providing an opportunity for CHNs to connect, collaborate and celebrate.
- Plan a ten year celebration event for CHNA Alberta in conjunction with the workshop.
- Revise Bylaws.

e. Members of the Board

Resignations have been received from Patty Lemay Member at Large, Ashley Langman Communications and Elaine Williams Membership. Elaine would like to stay on as a Member at Large.

The board would like to formally thank each of these outstanding CHNs for their contribution to the organization and wish them well in their future endeavors- we know that they will be using their CHN skills and knowledge to help build capacity within the community at large.

Current Executive Members

- i. President Judy Evans (term ends 2015)
- ii. Membership vacant
- iii. Treasurer Amanda Preston (term ends 2015)
- iv. VP National Genevieve Currie (nominated for new term ending 2016)
- v. VP Provincial Rosemary McGinnis (nominated for new term ending 2016)
- vi. Education Roxie Thompson (nominated for new term ending 2016)
- vii. Communications vacant

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- viii. Secretary Carla Ferreira (term ends 2015)
- ix. Public Health Practice Lead vacant
- x. Home Health Practice Lead vacant
- xi. Members at Large (maximum 6)
 - 1. Dawn Mercer Riselli & Collette Benbow (term ends 2015)
 - 2. Penny Wilson & open for nominations (term ends 2016)
 - 3. Open for nominations for two positions (variable terms)

Moved by Rosemary McGinnis and seconded by Genevieve Currie that the following nominations be accepted by acclamation:

Membership Dawn Mercer Riselli
VP National Genevieve Currie (nominated for new term ending 2016)
VP Provincial Rosemary McGinnis (nominated for new term ending 2016)
Education Roxie Thompson (nominated for new term ending 2016)
Communications Lani Biban (nominated for term ending 2016)
Members at Large: Jena Magnus, Kandice Wirch, and Elaine Williams (Terms ending 2016)

Motion Approved

This leaves the positions of Public Health Practice Lead and Home Health Practice Lead vacant.

Action: Please forward any nominations to Judy Evans.

Penny will be looking at helping Roxie with the Education committee.

5 Meeting Adjourned at 2015

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