



# Canadian Society of Cardiology Technologists

## Annual General Meeting Minutes

Format: Virtual via Zoom

Date: March 13, 2021 – previously scheduled for October 2020

1. President Crystal Shendaruk called the meeting to order at 9:19am PST.
2. Introduction of Board Members.
3. Scrutineers Proxy report  
The proxy count was as follows:  
BC 0 ON 1  
AB 0 NB 0  
SK 0 NS 0  
MB 0 NL 3  
  
Total proxy count 4  
  
Total number of members participating: 441  
  
**Quorum has been attained.**
4. Approval of Agenda  
**Motion #1: Moved by Donna Bandville to approve the agenda. Seconded by Gabrielle Rousseau.  
2 against CARRIED**
5. Minutes from 2019 Annual General Meeting  
5.1 The minutes from 2019 were read by Secretary Gretchen Dunn  
5.2 There were no errors or omissions  
**Motion #2: Moved by Marg Mount to approve the minutes as read. Seconded by Amarjot Grewal.  
4 against CARRIED**
6. Business Arising from Minutes: None
7. Reports:  
7.1 The President's report was read by Crystal Shendaruk.  
7.2 The Registrar's report was presented By Cheryl West.  
**Motion #3: Moved by Krista Shepley to approve the Registrar's report as presented. Seconded by Elisa  
Carlson.  
1 against CARRIED**
8. Financial Report  
8.1 The Audited Financial Statement was presented by Karen Schaus.  
Discussion points:
  - The costs associated with travel were for the fiscal year April 1, 2019 to Mar 31, 2020 which did not encompass the period of the Covid-19 Pandemic.

- Amortization is for equipment such as laptops and printers which are considered a fixed asset.
- Bank charges include PayPal fees from exam registrations.
- The revenue for exam fees varies according to how many exam candidates register for each exam sitting.

**Motion #4: Moved by Karen Schaus to approve the Audited Financial Statement as presented. Seconded by Abby Gradwell. 5 against CARRIED**

**Motion #5: Moved by Karen Schaus to reappoint Deloitte as Auditors for 2021. Seconded by Carrie Nyweing. 6 against CARRIED**

8.2 Budget The 2020-2021 Fiscal Year End Budget was presented by Karen Schaus.

Discussion points:

- Amounts in the “actual” column come straight from the Audited Financial Statement. The amounts for 2021 are an estimate only.
- There were no legal fees as there was no consulting with legal counsel.
- Investments: The Strategic Planning Committee will investigate the possibility.
- Will CSCT consider helping provinces with the cost of legislation – CSCT will consider loans to provinces.
- Mailing out of membership cards. The new CSCT membership software allows for each member’s membership card to be available online in their profile. As soon as every province has converted to the new software, there will be no mail outs of membership cards.
- How are profits used? New membership software, the cost of provincial websites, French translation for exam documents, new website and masks with the new CSCT logo.
- Continuing to use web-based Board of Directors meetings: All meetings since June 2020 have been via Zoom. It is not an effective way to run CSCT and in-person meetings will resume as restrictions are lifted.

**Motion #6: Moved by Karen Schaus to approve the 2020-2021 Fiscal Year End Budget as presented. Seconded by Jaye MacMullin. 7 against CARRIED**

9. The Education Director’s Report was read by Emily Coffey.

Discussion: There were questions regarding the integrity of the online format of the exam. See [www.Proctoru.com](http://www.Proctoru.com) for information on the exam protection provided. All proctors are employees of and trained by Proctor U, a partner company of Yardstick who delivers the exams.

10. Committee Reports

10.1 The Nominations Committee Report was read by Amber Myre.

10.2 The CEU Committee Report was read by April Forrest.

Discussion points:

- 5 CEUs for attendance at the AGM.
- Check-in issues were acknowledged and all members who were registered but unable to be admitted will be contacted by CSCT.
- Submission of CEUs and questions are to be addressed to Provincial CEU Coordinators.

11. Elections:

11.1 Election of Education Director:

**Emily Coffey** was voted in by the membership for a term ending October, 2022.

11.2 Election of Director at Large (Who may be appointed Treasurer):

**Karen Schaus** was voted in by the membership for a term ending October, 2022.

11.3 Election of NS Director:

**Brittany Marsh** was voted in by the membership for a term ending October, 2021.

12. Proxy Issues:

**Motion #7: Moved by Crystal Shendaruk to destroy the 2019 AGM Proxies &/or ballots. Seconded by Muhyuddin Mohammed. 0 against CARRIED**

13. Old Business: None

14. New Business / Questions from the floor

- Why is the President also Director at Large? According to the CSCT Bylaws, only Directors are able to vote. The Bylaws also state that the President must be a Director.
- Posterior ECGs on Prone Patients – this is provincially driven by place of employment.
- CEUs from this meeting will go directly into membership profiles.
- Pandemic pay is provincially driven.
- Regulation – It is up to each provincial association to lobby their provincial governments in order to get a motion on the floor of the legislature.
- Social media – any negative comments due to frustrations from AGM check-in will be reviewed and addressed by the CSCT Board of Directors.

15. Next AGM – There will be an “in person” AGM sometime in October, 2021 – Date and location to be determined according to provincial Covid restrictions (if any). There will be live streaming of the AGM for members unable to attend in person.

**Motion #8: Moved by Ginette Hamel to adjourn the meeting at 11:15am PST. Seconded by Courtenay Palesh. CARRIED (by show of hands)**