

CSCT Annual General Meeting Minutes

Hybrid Format

Physical Location: Montreal CD, 11th Floor, Le Westin, Montreal, QC

Virtual Format: Zoom Webinar

Date: Saturday, October 28, 2023

1. President Crystal Shendaruk called the meeting to order at 2:00pm EDT
2. Introduction of Board Members
3. Scrutineers Report
The proxy count was as follows

BC 3	ON 0
AB 1	NB 0
SK 10	NS 0
MB 0	NL 6

Total Proxy count: 20
Number of members in attendance (in person) eligible to vote: 53
Number of members in attendance (virtually) eligible to vote: 361
Quorum has been attained
4. Approval of Agenda
Motion #1: Moved by Christine McLaughlin to approve the agenda. Seconded by Jane Shepherd.
0 against CARRIED
5. Minutes from 2022 Annual General Meeting
 - 5.1 The minutes from the 2022 AGM were read by Secretary Gretchen Dunn**Motion #2: Moved by Krista Shepley to approve the minutes. Seconded by Cindy Mazerolle.**
0 against CARRIED
6. Business Arising from Minutes:
 - 6.1 Response from legal counsel regarding CEU change to 10 CEUs per year. The process undertaken by the CSCT Board of Directors to make the change was executed correctly as none of the changes violated or required the revision of any of the CSCT's Articles of Continuance
7. Reports:
 - 7.1 The President's report was read by Crystal Shendaruk
Discussion points
 - A certificate of AGM attendance will be emailed to all attendees
 - Submit receipt of payment of CCC registration when submitting CEUs
 - The 2023 organising committee was thanked and the excellent attendance (across many disciplines) during the education day was acknowledged

- Megan Willette was acknowledged for the very well received Techopardy

7.2 The Registrar's report was presented by Cheryl West

**Motion #3: Moved by Cheryl West to approve the Registrar's report as presented. Seconded by Lisa Gowans.
0 against CARRIED**

8. Financial Report

8.1 The Audited Financial Statement was presented by Treasurer April Forrest.

Discussion point

- What is included in wage loss – anytime a CSCT Executive Member or Committee Member missed work due to approved CSCT business, they will be remunerated by the CSCT for those lost wages.

**Motion #4: Moved by April Forrest to approve the Audited Financial statement as presented. Seconded by Meghan Parise.
1 against CARRIED**

8.2 The 2023-2024 Fiscal Year End Budget was presented by April Forrest

Discussion points/questions

- Membership engagement included random draws for eight (8) members to attend CCC as well as \$260 CCC registration fee subsidy
- In light of the separation of OSCT from CSCT, why is there no reduction in dues expected to be received? At the time of the budget preparation, CSCT continues to work with legal counsel regarding recovering the missing 2023 dues from OSCT

**Motion #5: Moved by April Forrest to approve the 2023-2024 Fiscal Year End Budget as presented. Seconded by Valerie Gilbert.
10 against CARRIED**

**Motion #6: Moved by April Forrest to appoint the Virtus Group as auditors for the fiscal year ending March 31, 2024. Seconded by Linda McLean.
2 against CARRIED**

9. The Education Director's report was read by Emily Coffey

10. Committee Reports

10.1 The Nominations Committee report was read by Gretchen Dunn on behalf of Amber Myre

10.2 The CEU Committee was read by April Forrest

Discussion points/questions

- Will CSCT consider subsidizing educational opportunities other than CCC e.g. subscriptions? This will be addressed further moving forward. Any fines from delinquent CEUs will now be used for educational opportunities
- Will CSCT consider adding Cultural Safety and Humility coursework for CEUs? This will be discussed further, particularly in relation to how it pertains to education
- The CEU audits will be done December 31 annually. There is a thirty (30) day extension AFTER this date
- There are ongoing discussions with the CEU committee regarding employer directed courses such as BCLS.
- Any questions can be directed to ceucommittee@csct.ca

11. Bylaw revision

Motion #7: Moved by Crystal Shendaruk to accept the revised 2023 CSCT Bylaws. Seconded by Lucy Marchiori.

Voting was by Special Resolution: 315 votes were cast: 2 against, 313 for

CARRIED

12. Elections:

12.1 Election of seven (7) Directors

The following were voted in by the membership for a two (2) year term

Director for BC: Sean Freeze

Director for AB: Elin Hasper

Director for SK: Lauren Baldwin

Director for MB: Linda McLean

Director for NS/PEI: Michaela Gauthier

Director for NB: Valerie Gilbert

Director for NL: Megan Willette

12.2 Election of Director at Large (Who may be appointed President)

Crystal Shendaruk was voted in by the membership for a two (2) year term

13. Proxy Issues:

Motion #8: Moved by Crystal Shendaruk to destroy the 2022 AGM Proxies and/or Ballots. Seconded by Brittany Marsh
2 against CARRIED

14. Old Business: None

15. New Business:

15.1 Separation of OSCT – the following statement was read by President Crystal Shendaruk: Earlier this year one of our member Provincial associations separated from CSCT. The Ontario Society of Cardiology Technologists (OSCT) is no longer affiliated with CSCT. All CSCT members pay their dues annually to their provincial association with the understanding that a portion is forwarded on their behalf to CSCT. The OSCT board withheld approximately \$66,000 in CSCT dues for the 2023 fiscal year and subsequently held a vote to separate from CSCT. CSCT reached out to Ontario members and explained that upon proof of payment of 2023 dues to OSCT, their membership for 2023 would be honoured. To date two-thirds of Ontario members have opted to stay affiliated with CSCT. CSCT will still be honouring this offer to members until December 2023.

Discussion points/questions

- How do members from Ontario remain members of CSCT and pay their dues? As the Bylaws have been accepted, CSCT can receive dues directly from members from ON
- Do former OSCT members have to pay back the 2023 dues that were not paid on their behalf to CSCT? CSCT is honoring “proof of dues payments” and is not penalizing members for the negligence of the OSCT BOD
- If new members in Ontario choose to not write the CSCT exam, that becomes an Ontario issue

15.2 Questions from the floor

- A member from New Brunswick asked that the promotional CSCT pamphlets be translated into French. This will be done by CSCT’s translator

16. Next AGM - CCC is scheduled to be held in Vancouver, October 2024. The date of the AGM and format are to be determined.

Motion #9: Moved by Victoria Duncan to adjourn the meeting. Seconded by Krista Drover

0 against CARRIED