

**Minutes**  
**Annual General Meeting**  
**Saturday, September 28<sup>th</sup> 2013 - 10:30am - 12:00pm**  
**The Westin Hotel, Ottawa**

<b>Attendees</b>	<b>Position</b>
Dr. Crystal Cannon	President
Dr. Anne Niec	Honorary Secretary
Dr. Kathleen Gartke	National Treasurer
Dr. Nahid Azad	Past President
Dr. Karen Breeck	CMA Education Representative
Dr. Vivien Browns	Branch President, Toronto, ON
Dr. Miriam Salamon	Branch President, Ottawa, ON
Dr. Zohra Docrat	Branch President, Brampton, ON
Dr. Cathy Wilkie	MWIA National Coordinator
Dr. Charmaine Roye	Chair, Bylaw Committee
Dr. Shajia Khan	Chair, MARF Committee
Dr. Sajni Thomas	PAP Committee Chair
Dr. Janet Dollin	Chair, Communications Committee
Dr. Lucie Filteau	Chair, Website Special Committee
Dr. Susan Wilkinson	Finance Committee Chair
Dr. Phoebe Pereira	Kingston, ON Branch President
Dr. Cathy Wilkie	MWIA National Coordinator
Dr. Teresa Clarke	Region I Representative
Dr. Shelley Ross	MWIA Secretary General
Dr. Setorme Tsikata	Regional Rep Region II
Dr. Neema Matuk	FMWC Member
Dr. Lydia Hatcher	FMWC Member
Dr. Jan Christilaw	FMWC Member
Dr. Pam Liao	FMWC Member
Dr. Anne Woods	FMWC Member
Isabel Chen	FMWC Member
Dr. Catherine Younger Lewis	FMWC Member
Dr. Helen Bruce	FMWC Member
Dr. Karen Stillman	FMWC Member
Dr. Margaret Anne Laws	FMWC Member
Dr. Clover Hemans	FMWC Member
Dr. Pat Griffiths	FMWC Member
Dr. Anna Reid	FMWC Member
Dr. Jennifer Yau	FMWC Member
Dr. Linda Kocovski	FMWC Member
Dr. Mamta Gautam	FMWC Member
Dr. Jane Charters	FMWC Member
Dr. Gail Beck	FMWC Member
Ms. Pauline Lin	FMWC Member
Lindsey Chapman	FMWC Member
Ms. Josie Faccini	Executive Coordinator
<b>Regrets</b>	<b>Position</b>
Dr. Alex Greenhill	Chair, Newsletter Committee

## **1.0 Call to Order**

Dr. Crystal Cannon, FMWC President, called the meeting to order at 10:30 am pursuant to Notice of Meeting to all Members and with a quorum of at least twenty (20) members present and eligible to vote verified by an attendance sheet.

## **2.0 Agenda and Additions**

2.1 Approval of the 2013 AGM Agenda

**MOTION # 2013-09-001** Approval of the 2013 Agenda, duly made, seconded, and unanimously **Carried** it was resolved that the 2013 AGM Agenda be approved.

**Moved: Dr. C. Roye Seconded : Dr.S. Thomas**

## **3.0 Approval of 2013 AGM Minutes**

Dr. Crystal Cannon referred to the 2012 AGM minutes of the meeting held on September 23<sup>rd</sup>, 2012.

**On MOTION # 2012-09-002** Approval of the 2012 AGM minutes, duly made, seconded and unanimously **Carried** it was resolved that the 2012 AGM minutes be approved.

**Moved: Dr.L. Hatcher Seconded: Dr.G. Beck**

## **4.0 In Memoriam**

**In Memoriam:** - We were not made aware of any deceased members of the FMWC over the past year.

## **5.0 President's Report**

Dr. Cannon submitted a report for members to review which was precirculated.

Dr. Cannon thanked the AGM planning committee and Chair Dr. Monique Bertrand for organizing excellent scientific sessions as well as the evening social events. Dr.Cannon thanked all the speakers for their informative and stimulating sessions.

Final office location occupied after several moves over the past year or so. Our previous Executive Coordinator resigned in April. The New Executive Coordinator Ms. Josie Faccini was welcomed to the FMWC. Dr. Cannon thanked those who worked with her recruiting National Office Staff.

Bylaws Committee with Chair Dr. Charmaine Roye have completed new bylaws, to be voted on later in the meeting. Dr Cannon thanked Dr. Roye and the committee for their hard work.

The new Charitable Foundation bylaws pending completion and will be presented at a later date for the membership to review.

Dr. Cannon and Dr. Roye met with the new CEO of the SOGC Dr. Jennifer Blake to open further discussions to renew partnership between our organizations. This included discussion about partnership for the PAP/Cervical Screening Campaign and the HPV vaccination statement. There are also plans to review the MOU.

The FMWC website change and upgrade continues under the guidance of Dr. Lucie Filteau. Dr. Cannon thanked Dr. Filteau for her diligence and hard work this year and in the future.

The organization continues to promote women's health and will continue to do so in several initiatives.

Membership remains a concern and plans are to continue exploring means of increasing and retaining our membership.

Dr. Cannon thanked the Executive, the Board and members for their continued support all year.

### **6.0 Honorary Secretary's Report**

Dr. Anne Niec thanked everyone for their support, especially Dr. Karen Breeck as Awards Chair, and the executive for their assistance. She reminded everyone of the process for Nomination of Honorary Member, nominated at the IBM, accepted by the Board of Directors and endorsed by the General Membership for the next year. Dr. Niec requested that at the IBM in January 2014 Board members come prepared with a slate of candidates for Honorary member. In 2013 Dr. Samantha Nutt was the approved individual, and is to receive the award at the Awards Luncheon immediately following the AGM.

The 2014 Honorary Member was presented and voted on at the AGM. The candidate Detective Wendy Leaver was nominated by Dr. Vivien Brown due to her exemplary work with eradicating sex crimes.

**Motion # 2013-09-003 to accept Detective Wendy Leaver as recipient of the 2014 Honorary Member Award.**

**Carried unanimously.**

**Moved: Dr. A. Niec Seconded: Dr. C. Roye**

### **7.0 Treasurer's Report**

#### **Carried Motions from the Annual Board Meeting September 27, 2013**

The following motions were duly made, seconded and Carried:

**Motion# 2013-09-004** to adopt auditor's report

**Motion# 2013-09-005** adopt proposed budget

**Motion # 2013-09-006** set branch rebates at 10%

**Motion # 2013-09-007** Change our financial year end to April 30<sup>th</sup>

**Motion # 2013-09-008** To confirm Welch LLB as our auditors for 2014

**Motion # 2013-09-009** to adopt Treasurer's report

**Motion# 2013-09-004 to adopt the 2012 Audit Report. M SW 2:MG**

**CARRIED**

Dr. Gartke presented the 2014 Budget to review. The most important factor for the organization is to generate revenue (through membership and sponsorship).

**Motion# 2013-09-005 to adopt the proposed 2014 Budget. M KS, 2 CW**

**CARRIED**

Next item that has been tabled for membership to discuss is the Branch Rebates Rates. It has been proposed that the rates decreases from 15% to 10%. This is the time we would like to hear from branches , as to how much they rely on the rebates. Dr. Yau Treasurer from the Ottawa branch stated that their branch relies heavily on rebates for events. They already have

plans for 2014, based on the existing rate. Toronto stated that with the rebates they provide financial assistance to send students to the AGM.

The question was raised as to whether it is easier at branch level to find alternative ways to generate funds. This issue should be raised to all chapter presidents and come up with a middle ground. The other option that came forward was to keep branch rebates as is, and raise membership fees, for physicians only not students. Dr. Ross mentioned that most organizations are facing loss of membership, this may not be a viable solution, the MWIA is looking at actually lowering dues.

Dr. Gartke did refer to this year's finances, and stated in order to balance budget we had to transfer money from the reserve, this is why we need to lower the branch rebates rates.

**Motion# 2013-09-006 to set the branch rebates rates at 10% M: ZD 2:ST CARRIED**

Non -profits must have their AGM meeting within six months of the year end. With the FMWC changing year end to April 30<sup>th</sup>, this will mean that an additional small costs of doing a second audit from January to April 30<sup>th</sup>, 2014.

**Motion# 2013-09-007 to approve the 2nd reporting audit – April 30<sup>th</sup>, 2014 M: SW 2: AR CARRIED**

**Motion # 2013-09-008 that the Board endorses Welch LLP as our auditors and will prepare the 2013 audit M:KG 2:JD CARRIED**

**Motion # 2013-09-009 to adopt Treasurer's Report M:CC 2:MS CARRIED**

Under new business add item – Increase membership dues with the executive to follow up and decide.

### **8.0 National Office Report**

Josie Faccini summarized her report and officially introduced herself as the new executive coordinator. Despite some difficulties in the start, especially with a non functioning website, she pledged to work in increasing membership through better communications and marketing tools.

### **9.0 MWIA International Congress & Report**

Dr. Cathy Wilkie reported that she attended the 29<sup>th</sup> International conference of the MWIA in Seoul Korea. Dr. S. Ross (MWIA Secretary General) and Dr. V. Brown, and other FMWC members were in attendance. Many resolutions were adopted. Discussion included Education and HPV vaccination. The new chosen topic is Prevention of Domestic Violence. The various countries will be submitting statistics and Canada will be producing the document that will have worldwide distribution by the UN Status of Women group. A Training Manual will be produced also. FMWC needs to analyze what we can do as an organization to contribute to this.

Canada is expected to host the next MWIA North America Chapter meeting, with support from the FMWC. Consideration is underway to plan the relevant FMWC AGM in conjunction with the MWIA North America Regional meeting. Contact person is Dr Carole Williams from Vancouver.

## 10.0 Nominating Committee Report

10.1 Dr. Nahid Azad, Chair of the Nominating Committee presented the slate of Nominees to the FMWC Board of Directors for the 2103-2014 year. It had been endorsed by the Board and gaps in the slate were largely filled by nominations from the general membership.

Moved by Dr. N Azad and seconded by Dr. M. Salamon to accept the final slate of candidates as presented.

Motion : CARRIED

### Executive Committee

President	Dr. Monique Bertrand
Past President	Dr. Crystal Cannon
President-Elect	Dr. Mamta Gautam
Honorary Secretary	Dr. Anne Nieć
National Treasurer	Dr. Kathleen Gartke/Dr. Susan Wilkinson
MWIA National Coordinator	Dr. Vivien Brown

### Student and Resident Representatives

Student Representative	Ms. Robin Kaloty & Ms. Isabel Chen
Resident Representative	Dr. Pam Liao & Dr. Linda Kocovski

### CMA Representatives

CMA Affiliate Societies Representative	Dr. Crystal Cannon
CMA Education Representative	Dr. Clover Hemans

### Regional Representatives and Branch Presidents

Region I – British Columbia and Yukon	Dr. Teresa Clarke
Okanagan	Dr. Liane Lacroix
Vancouver	Dr. Teresa Clarke
Victoria	Dr. Marjon Blouw
Region II – AB, NWT, SK, MB & NVT	Dr. Setorme Tsikata
Calgary	Dr. Muriel Solomon
Central Alberta	Dr. Shirley Hovan
Edmonton	Dr. Marlene Lidkea
Saskatoon	Dr. Alanna Danilkewich
Region III – ON, Quebec	Vacant
Kingston	Dr. Phoebe Periera
Janet Hall- Brantford	Dr. Zohra Docrat
Thunder Bay	Vacant
London	Dr. Monique Bertrand
Toronto	Dr. Vivien Brown
Ottawa/Hull	Vacant
Region IV –Atlantic Provinces	Dr. Sajni Thomas
Saint John	Vacant
Halifax	Dr. Jane Brooks

### Standing Committees

Awards Committee	Dr. Jane Charters
Nominating Committee	Dr. Crystal Cannon

Newsletter Committee  
Finance Committee

Dr. Karen Stillman  
Dr. Gail Beck

### **Special Committees**

Communications  
Website Committee  
Pap Test Campaign Committee  
Maude Abbott Charitable Funds

Dr. Janet Dollin (Chair)  
Dr. Lucie Filteau (Chair)  
Dr. Sajni Thomas (Chair)  
Dr. Shajia Khan (Chair)

### **11.0 By-Law Committee Report**

Dr. Charmaine Roye, Chair of Bylaws, presented the report. As per the current bylaws, the proposed bylaws were sent out to all members one month prior to the AGM. Quorum for passing bylaws and other business of the corporation was verified. It was also verified that representatives from each class of voting member was present.

For context, it was explained that the new Canadian Not for profit Corporation Act (CNCA) legislated that all Not for profit corporations had to align with the new Act by October 2014 or would cease to exist. The Committee's work was guided by the Carters' legal firm.

Basically, Bylaws will be easier to change going forward, although some, such as the AGM having to be held within 6 months from the financial year end, are non-negotiable. We have asked Carters (legal firm) to catalogue these for us to help us deal with any proposed changes in the years to come.

We chose the option of ONE class of voting members, with everyone else being non-voting (Associates). The "Associate" designation may have subdivisions within it. If any action directly impacts the Associates, they will then have a vote on that particular matter.

Board Composition is also very different going forward. Prior to the CNCA taking effect we elected a slate of nominees with designated positions on the Board. From next year, we will elect a group of individuals to form the Board and THEY will elect individuals to the various positions. There is a movement towards skills based Boards. If the newly-constituted Board discovers a gap in skills or in regional representation, they will have the power to appoint the desired persons (numbering up to one-third of the Board). Our Bylaws would still welcome Branch Presidents to the Board, but in non-voting capacity.

Also, following today's Treasurer's Report, the change in financial year end to April 30th would be included in the new bylaws. As well, we will have 3 -25 individuals as FMWC Board members. Those were the two changes from the pre-circulated draft bylaws noted today.

Two Motions followed:

**Motion #2013-09-011 that a Special Resolution asking for Amendent to Current By-Laws be adopted.**

**Moved : Dr. C. Roye Seconded : Dr. M. Gautam**

**Motion :CARRIED UNANIMOUSLY**

**Motion #2013-09-012 that the New By-Laws be approved.**

**Moved : Dr. C. Roye Seconded : Dr. M. Gautam**

**Motion : CARRIED UNANIMOUSLY**

## **12.0 Charitable Foundation Bylaws Report**

Charitable foundation Bylaws are not yet ready and will be presented at the 2014 AGM.

## **13.0 New Business**

### **13.1 Membership Dues**

Discussion was brought forth to review the membership dues for the 2014/2015 year with a potential of a slight increase. The Membership Committee was tasked to do this, and present recommendations to the Executive Committee for final decision. Dr. Clover Hemans requested that the student membership fees be compared to other organizations.

### **13.2 HPV Vaccination in Boys**

Carried Motion from Annual Board Meeting. Dr. Brown requested to add to the agenda for the FMWC to spearhead and promote this initiative (HPV in boys) with other advocacy groups, and create a combined statement. This letter can be presented to the legislature and Minister of Health. Also align this with the Cervical Cancer Campaign.

**Motion# 2013-09-013 that the FMWC support on-going advocacy efforts for the immunization of boys for the HPV vaccine.**

**Moved: Dr. V. Brown Seconded : Dr. M. Bertrand.**

**Motion: CARRIED**

**14.0 Inauguration of New President** - Dr Monique Bertrand , a gynecological oncologist from London , Ontario was introduced as FMWC National President for 2013/2014 at the Awards Luncheon immediately following the AGM.

### **15.0 Adjournment**

There being no further business, the FMWC 2013 Annual General Meeting of the Federation of Medical Women of Canada adjourned at 12:25pm