



FEDERATION OF MEDICAL WOMEN OF CANADA
FÉDÉRATION DES FEMMES MÉDECINS DU CANADA

FMWC Annual General Meeting

Saturday, September 20th, 2014 – 8:00 to 9:30 am
The Coast Coal Harbour Hotel, Vancouver, BC
Coast Coal Harbour A

MINUTES

1.0 Call to order

Dr. Monique Bertrand, FMWC President, called the meeting to order at 8:05 am pursuant to a 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

MOTION #2014-AGM-001 Approval of the 2014 Agenda, duly made, seconded, and unanimously **carried**. It was resolved that the 2014 AGM Agenda be approved.

Moved: Dr. C. Roye Seconded: Dr. C. Cannon

3.0 Approval of 2013 AGM Minutes

Dr. Monique Bertrand referred to the 2013 AGM minutes of the meeting held on September 28, 2013 in Ottawa.

On MOTION #2014-AGM-002 Approval of the 2013 AGM minutes, duly made, seconded and unanimously **carried**. It was resolved that the 2013 AGM minutes be approved.

Moved: Dr. G. Beck Seconded: Dr. S. Ross

4.0 In Memoriam

Dr. Monique Bertrand initiated a minute of silence for Dr. M. Lidkea, past Edmonton Branch President deceased in December 2013 and in recognition of members deceased in the past year.

5.0 President's Report

Dr. Monique Bertrand verbally submitted an annual report for members to review.

She acknowledged the many contributions of the members of the Board of Directors and in particular, thanked the members of the Executive.

Dr. Bertrand reminded the members of the various changes that have occurred in the past 12 months. There have been many changes that have come about, some obvious at first glance and others less visible, but necessitated by new legislative changes. She shared that the Federation has not been without its challenges, and believes that these will require close attention. She then summarized some of the highlights and challenges of the past 12 months:

- Change of the Federation bylaws to comply with the new legislation from Corporate Canada with respect to non-profit organizations;
- Renewed dialogue with Dr. Jenny Blake, CEO & President of the SOGC regarding the MOU and assistance in promoting the Pap Campaign.
- Launch of the new Website (Dr. Lucie Filteau)
- Membership Committee (Dr. Crystal Cannon) has met and is starting to address one of the most pressing challenges of the Federation;



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- Update of the Policies & Procedures of the Federation (Dr. Anne Niec)
- Interim Board Meeting – January 25th, 2014 in Ottawa. Successful with good attendance. Discussions included a small group's discussion about the decreasing membership of the FMWC and strategies to address this concern;
- Change of staff at the National Office in Ottawa resulting in hiring of new Executive Coordinator, Ms. Ana Raffray (June 2014)
- Retreat for members of the Board and Executive – hosted by Dr. Mamta Gautam
- Very active AGM planning committee chaired by Dr. Mamta Gautam, President-Elect, in preparation of the Vancouver Meeting (September 2014)

Ongoing challenges of the Federation:

- Decreasing membership and recruitment to the Federation;
- Decreasing revenues;
- National presence and communication with membership.

6.0 Honorary Secretary's Report

Dr. Anne Niec verbally submitted an annual report for members to review.

Dr. Niec thanked everyone for their support, especially 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 2015, Board members come prepared with a slate of candidates for the next Honorary Member.

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.

7.0 Treasurer's Report

Dr. Kathleen Gartke verbally submitted an annual report for members to review.

Dr. Gartke presented the 2013 auditor's report completed by Welch LLB.

Motion #2014-AGM-003 Adoption of the 2013 audit report, duly made, seconded and unanimously **Carried** it was resolved that the 2013 audit report be adopted.

Moved: Dr. C. Roye Seconded: Dr. C. Hemans

Dr. Gartke presented the 2015-2016 Budget to review. She mentions that the Federation's financial year has changed from Jan 1st - Dec 30th to May 1st - Apr 30th. This proposed budget reflects that change.

Motion #2014-AGM-004 Approval of the 2015-2016 budget, duly made, seconded and unanimously **Carried** it was resolved that the 2015-2016 budget be approved.

Moved: Dr. G. Beck Seconded: Dr. M. Gautam

Dr. Gartke presented the Board's recommendation for 2014 branch rebates. Finances remain tight and further deficit funding is likely.

Motion# 2014-AGM-005 Approval of the Board of Director's recommendation to set the branch rebates rates at 10%, duly made, seconded and unanimously **carried**.



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Moved: Dr. C. Cannon Secoded: Dr. A. Chakravarti

Dr. Gartke presents the current FMWC auditor. Welch LLB has been auditing the Federation for the past 6 years. During that time, the organization has dealt with a number of issues that have driven up accounting costs (mainly discovery of past accounting errors related to charities which led to the need to refile and changes in office staff with attendant increase in bookkeeping errors and need for training). The treasurers had hoped to realize some savings in accounting costs, but having just received this year's bill, this has not been the case. The Board of Directors would like to give the National Co-treasurers the freedom to explore other accounting options to see if we can lower costs. Rather than outright adopting Welch LLB as auditors, they suggest the following:

Motion #2014-AGM-006 Approval of the Board of Director's recommendation to give the treasurers (along with the Finance Committee) authority to explore accounting options and hire according to their findings, duly made, seconded and unanimously **carried**.

Moved: Dr. K. Stillman Secoded: Dr. T. Clarke

Finally, Dr. Gartke informed the general membership that the organization has been in a deficit position for over two years, mainly on the basis of reduced membership and sponsorship or the AGM. Recently, the Federation has seen some modest improvement on both of these fronts, thanks to energetic efforts by the Board Executive and Executive coordinator. The National Co-treasurers submit their annual report with cautious optimism.

Motion #2014-AGM-007 Adoption of the 2014 Treasurer's report, duly made, seconded and unanimously **carried** it was resolved that the 2014 Treasurer's report be adopted.

Moved: Dr. J. Dollin Secoded: Dr. N. Azad

8.0 National Office Report

Ms. Anaëlle Raffray summarized her report and officially introduced herself as the new National Executive Coordinator.

Since being hired in June 2014, she has learned a great deal about how the FMWC's National Office (NO) operates and what it needs to function better for staff, Board Members, Branches and Members at large. She presses the importance of making the NO part of all communication loops. She thanks the Board of Directors for their warm welcome, support, and trust.

Ms. Raffray's first project in the office was to complete a major cleanup and rearrangement of the physical space. The NO now looks welcoming, clean, organized, and better represents the organization at the Royal College of Physicians and Surgeons of Canada, thanks to Dr. Dollin, Dr. Gautam, Dr. Roye and Dr. Gartke's generous donations.

The FMWC's improvement (past three months only) in numbers:

- Cleaned up and active email list of 2000 contacts
- Membership grew by 5% - (320 members)
- Reached goal of 100 AGM attendees
- Rebuilt/created partnership with 7 AGM sponsors - (\$32 000)
- Almost doubled profit from last year's AGM - (\$27 000)
- Tripled the student attendance rate - (35 attendees and volunteers)



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- Tripled Twitter followers in a month and the number of people talking about the FMWC on the Internet has gone up by 88%.

Ms. Raffray is eager to focus on recruitment and retention of new and existing members after this event. Her goal is to increase awareness of the FMWC that can bring new partnerships, sponsors, and become the national voice of promoting women in medicine and women's health. She will also be focusing on:

- Seek new fundraising opportunities that will allow expanding awards programs
- Build partnership and seek sponsorship for the growth of potential projects/campaigns
- Build a strong relationship with the Board of Directors and Branch Presidents
- Support the development of new branches and better community/branch activities for members
- Open better channels of communication with members through eBlasts, updated website, articles, networking and ongoing educational opportunities
- Increase bilingual services and presence on social media

9.0 Nomination Committee's Report

Dr. Crystal Cannon, Chair of the Nominating Committee presented the slate of Nominees to the FMWC Board of Directors for the 2014-2015 year. It had been endorsed by the Board and gaps in the slate were largely filled by nominations from the general membership.

10.0 Inauguration of New President

Dr. Mamta Gautam, a psychiatrist from Ottawa, Ontario was introduced as 2014-2015 FMWC National President.

11.0 Adjournment

There being no further business, the FMWC 2014 Annual General Meeting of the Federation of Medical Women of Canada adjourned at 9:42 am.