

College of Audiologists and Speech-Language Pathologists –
Newfoundland and Labrador (CASLP-NL) AGM via webinar
Minutes May 16, 2016

1. Welcome

Chris Murphy, Chair, welcomed members to the meeting.

There were 27 members at the meeting and quorum was achieved.

2. Adoption of agenda

Agenda approved (Gail Eldridge; Jillian Ryan)

3. Approval of Minutes (May 27, 2015)

Minutes approved (Sheila Rowe, Bonnie Tobin)

4. Chairperson's Report 2015-2016

4.1 College Report 2015-2016

* Chris Murphy introduced the College Board

o Chair: Chris Murphy

o Vice Chair: Jillian Ryan

o Secretary: Rayleen Rice

o Treasurer: Maresa Moyles-Brazil

o Council Rep: Jane Bowering

o Member at Large: Sheila Rowe

* The 2015 AGM was via webinar

* Membership numbers as of Dec 31, 2015

o SLP (136 General Status + 5 Non Practicing = 141

o Aud (36 General Status + 1 Non Practicing = 37

o Total: 172 General Status +6 Non Practicing

* Finances are stable

* The first CE Audit was completed

* Jurisprudence and PHIA modules required for CE

* Executive after May 27, 2015 AGM

o Chair: Chris Murphy

o Vice Chair: Jillian Ryan

o Secretary: Jane Bowering

- o Treasurer: Maresa Moyles-Brazil
- o Council Rep: Judy Davidson
- o Member at Large: Sheila Rowe
- * Jennifer Kryszak resigned mid-term and Jane Bowering was appointed as her replacement
- * Chris thanked the outgoing Board members

4.2 Health Professionals Council Update

- * New building working well
- * 3 Full time staff (Louise Jones, Cindy Holden, Lori Newhook)
- * Governance Model implemented
- * Our College is represented on three main committees (Registration, Quality Assurance, Finance and HR)
- * 1200 members at present, may be 800+ added soon
- * Midwives legislation proclaimed, to be effective Sept 30, 2016
- * Louise Jones is retiring, active search underway for replacement

Report approved (Kathy Miles; Kim Lawlor)

5. Secretary's Report

5.1 Secretary's Report

Rayleen Rice (Secretary) reported that the Secretary has been busy managing email and managing mentorship contracts. Contact information

5.2 Rayleen indicated that if members change their contact information, they need to email the changes to NLCHP (contact@nlchp.ca)

Secretary's report accepted (Bonnie Tobin; Ann Marie Vatcher)

6. Treasurer's Report

6.1 Finance Report 2015-16 (see attached)

6.2 Budget 2016-2017 (see attached)

6.3 Fees 2017 It was announced that for the fiscal year 2017-18 only there would be a 50% reduction in the fees for College Registration (one year only)

Treasurer's report accepted (Jillian Ryan; Paula Hayes)

7. Continuing Education

- * The first CE audit went well

- * A member asked was there a possibility the number of hours required would be increased. Chris answered this is not be considered at the present moment

- * A member asked about the SLO form and complained about how cumbersome it was. Chris responded by saying that the auditors found it helpful. Other Colleges are thinking about implementing it. There are no plans to change the SLO form at the moment.

- * There was a comment that some members were chosen two years in a row for an audit. It was discussed that the audit is meant to be completely random so you would not know when to expect that you would be audited. This was decided at the Council level. It also important to say to the Public that we audit randomly and the ultimate goal is to ensure competency.

8. Review of the Revised CASLP-NL Website

The website has been updated. Chris thanked Maresa for doing a lot of the initial work. Sheila and Jillian will be updating the website. All forms and policies are available on the website.

9. New Business

No new business

10. Adjournment

The meeting adjourned at 8:20 (Jane Bowering; Rayleen Rice). The winners of the gift certificates were:

\$100 Bev King

\$50 Anneliese Ellis

\$50 Anne Marie Vatcher

Chris thanked everyone for attending.

CASLP-NL 2016-2017 Budget

REVENUE

Registration Fees

(181 X \$148.00) \$26,788.00

Interest from G.I.C \$100.00

EXPENSES

Annual Meeting of Members \$ 500.00

Insurance \$1,500.00

Teleconference/Webinar Fees \$1,500.00

Committee Travel \$3,000.00

Board Travel \$6,000.00

Operations (postage, mailbox, etc.) \$1,000.00

Lawyer/Auditor Fees \$1,500.00

Advertising and Promotion \$1,000.00

Website/Voting \$2,000.00

Computer & Software \$500.00

Interest and Bank Charges \$50.00

Reserve Fund \$2,678.80

TOTAL REVENUE \$26,888.00

TOTAL EXPENSES \$21,228.80

Approved By: CASLP-NL Board

Approved On: May 16, 2016

CASLP-NL

Financial Report for Annual Member's Meeting on May 16, 2016

Covering period from July 1, 2015 to May 3, 2016

I. FINANCIAL STATUS AS OF May 3, 2015

- a. Bank account balance: \$65, 500.23
- b. Investments: \$20,000 GIC

II. REVENUE

- a. Membership Dues from NLCHP: \$18,273.07
 - b. Interest:
 - i. Interest on Guaranteed Investment Certificate (GIC) \$160.00
- Revenue expected from May 4 – June 30th includes 2016 membership dues (based on the same dates in 2015) (approx. \$7700.00)

III. EXPENSES

- a. Business expenses total: \$4774.65
 - i. Accounting Fees: \$1130.00
 - ii. Bank Fees: \$45.00
 - iii. Conferencing/Meeting Fees: \$537.79
 - iv. Office Expenses (Postage etc.): \$375.28
 - v. Technology Expenses (Zircon, Voting etc.): \$2686.58
- b. Travel Expenses total: \$4024.22
- c. College Purchases total: \$0

Expenses expected from May 4 – June 30th include AMM travel and webinar fees, voting software set-up, lawyer/auditor fees, mailbox fees, website fees, and insurance. (approx. \$5500)

IV. 2014-2015 APPROXIMATE COMPARISON

a. Total Revenue: \$25,250.00

b. Total Expenses: \$8324.00