

College of Audiologists and Speech-Language Pathologists – Newfoundland and Labrador (CASLP-NL)

Webinar

Minutes May 29, 2017 7:30 PM NDT

1. Welcome

Chris Murphy, Chair, welcomed members to the meeting

1. Adoption of agenda

1. Approval of Minutes (May 16, 2016)

1. Chairperson's Report 2016-17 (Chris Murphy)

1. College Report 2016-17

o The college board was introduced

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

o The election process was discussed and no election was required for board members this year. Chris thanked Maresa Moyles-Brazil for returning as Treasurer and noted that he has committed to another term as Chairperson.

o The Board met monthly via webinar and twice face to face

o Much of the business of the Board was conducted during webinars and via email

o The College/Council were invited to become members of the Canadian Association of Audiology and Speech Pathology Regulators (CAASPR). Newfoundland and Labrador became the 8th province to join CAASPR and will work with them to help create a national set of competencies for our professions.

oAll audited members were found to be in compliance with the CE requirements. Auditors noted that nearly all members audited had full and complete portfolios, with only two members requiring additional questions

oFinances and membership have both been stable

oCurrent membership stats were reviewed:

oGeneral Status: 174 (138 SLP + 36 Aud)

oGeneral Status Temporary: 0

oNon-practicing: 4 (3 SLP + 1 Aud)

oThe plan for next year was reviewed and includes revision of current policies, particularly the mentorship module.

1. Health Professionals Council Update

- 3 full time staff remain working at NLCHP
- Louise Jones retired and was replaced by Alice Kennedy as Registrar
- Registrations may increase as new colleges may be added under our umbrella
- 2016 renewal was discussed and was our successful third renewal period

5 Secretary's Report 2016-17 (Jane Bowering)

Jane reported that the Secretary has been busy managing email and mentorship contracts. She noted that college members are responsible for ensuring that NLCHP has updated contact information at all times, including an email that is active if a member takes time off work (ie. Parental leave), because the college relies on the Council for updated contact information as needed.

6 Treasurer's Report 2016-17 (Maresa Moyles-Brazil)

2. CASLP-NL 2016/2017 Financial Report & 2017/18 Proposed Budget" was discussed (see attached)

3. Fees for next year was reviewed and will continue to be reduced by \$50 next year and will be re-evaluated by the board each year.

1. Continuing Education

No mandatory modules were required by the Council this year. Plans for future modules are ongoing by the QA committee.

1.Website Update

Revisions and updates to the website were discussed and all website maintenance is carried out by Sheila Rowe. Chris noted that the website is the best place to find updated information from the college board and thanked Sheila for her work.

1.New Business

No new business

1.Adjournment

Gift card winners were drawn. Action: Maresa Moyles-Brazil to contact winners via email to arrange prize delivery. The meeting adjourned at 8:10 PM

CASLP-NL 2016/2017 Financial Report & 2017/18 Proposed Budget

Type	Budgeted 2016/17	Actual 2016/17	Proposed 2017/18
Registration Fees 181 x \$150	\$26,788	\$24, 895.96 + anticipated June deposit	\$17,836 (182 members x \$98)
		*Fees reduced to \$100 for 2017/18	*Fees reduced to \$100, NLCHP charges a credit card fee per transaction
Interest from GIC	\$100	\$100	\$100
Other	-----	-----	-----
Annual Meeting of Members	\$500	\$172.27 + anticipated (May)	\$500
Insurance	\$1500	\$1359 anticipated (June)	\$1500
Teleconference	\$1500	\$1438 + anticipated (June)	\$1700
Committee Travel	\$2000	\$0	\$2000
Board Travel	\$7500	\$4377.86 + anticipated (June)	\$7500
Operations (P.O. Box etc.)	\$1000	\$683.84	\$1000
Lawyer/Auditor	\$1500	\$1725	\$2000
Advertising/Promotion	\$1000	\$0	\$1000
Website	\$1000	\$230	\$1000
Computer and Software	\$500	\$1300 anticipated (May)	\$500
Interest and Bank Fees	\$50	\$45 + anticipated (June)	\$50
Reserve Fund	\$2698.80	\$2730.00	\$1783.60
Canadian Alliance of Aud./SLP Membership	-----	\$1885.00	\$2000

	<p>Total Budgeted for 2016-2017:</p> <p>\$20,748.80</p>	<p>Actual for 2016-2017 to May 21, 2017:</p> <p>\$15,945.97</p> <p>Estimated additional expenses expected from May 22-June 30th (based on last year):</p> <p>Approx. \$2000</p> <p>Account Balance May 21, 2017: \$75,019.53</p>	<p>Total Budgeted for 2017-2018:</p> <p>\$22,533.60</p>
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