



CANADIAN ORTHOPEDIC NURSES ASSOCIATION - Edmonton Chapter
Annual General Meeting Minutes

Thursday, March 21st, 2019
1800h
Edmonton Bone & Joint Centre

Attendees (11): Kim Stewart, Christine Toews, Cheryl Moisey, Bethany Lewis, Guillaine Anderson, Rebecca Foster, Rebecca Gelhard, Candace Kenyon, Dan Dupont, Daralyn Williams, Stella Callender, Tessie Poong,

Regrets: Shabeen Altaf, Heather Carew, Nadine Carwell, Marg Keddie, Shirley Kobsar, Stacey Middleton, Gillian Peterson, Louisa Pothier, Venesia Lu, Branda Kwan, Robin Stroud, Viktoriya Zhuk

AGENDA ITEM	DISCUSSION	ACTION ITEM
1. Welcome & Call to Order - <i>Kim Stewart</i>	Meeting called to order 1805	
2. Approval of Previous Meeting Minutes <i>All</i>	Last meeting minutes were reviewed, update to be made to change the date. Dan motion to approve and accepted	
3. Approval/ Additions to Agenda <i>All</i>	No additions made to the agenda	
4. Standing Items		
4.1 Executive Committee ANNUAL Reports		
4.1.1. President <i>Kim</i>	Annual report reviewed and to be sent to National as a synopsis of the year	
4.1.2. Past President <i>Rebecca G</i>	Report submitted to President indicating good work, elections to take place for vacate positions	
4.1.3. President Elect/ Secretary <i>Christine</i>	Nothing to report	
4.1.4. Treasurer <i>Daralyn</i>	Bank accounts reports (no need to submit detailed numbers to national) <ul style="list-style-type: none"> • McMillan account (administered by CONA) June 1/18 \$6784.85 balance as of Mar 18/19 \$8163.64 • CONA balance June 1/18 \$61,528.36 (incl BonesDoc funds without expenses paid), balance as of Mar 18/19 \$53,140.44 • Income from BonesDoc day approx. \$9000, Fall Orthomania \$400 • Funding support for 10 members to go to National in Regina totaling \$8529.34, funding for 4 CNA certification writers total \$1400. Amount awarded was under budgeted amount 	Program to communicate/ reports to Treasurer when funds received through Eventbrite Members to submit Expense Forms for reimbursement

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	<ul style="list-style-type: none"> • Feedback/observation – Eventbrite money gets deposited & records not received to reconcile who and what the funds were for, Daralyn needs this information from Program committee for banking • Members are reminded to submit 'Expense Form' to reimbursements 	
4.1.5.Communications / Social Media / Internet <i>Guillaine</i>	<ul style="list-style-type: none"> • Annual report not available at this time, will submit ASAP • Save the Date poster sent via all social networking including Calgary • New Brunswick, Grand Prairie and Manitoba interested in Teleconferencing and we are trying to get a contact to arrange 	Guillaine to continue updates and advertisement Submit Annual Report
4.1.6.Program / Education <i>Venesia, Stella, Dan Shabeen, & Rebecca F</i>	<ul style="list-style-type: none"> • Annual Report given indicating profit from 2 Education days offered in the year. Planning continues for Bones Doc Day May 6th • Stella indicates she was looking at a shoe type bag from Above & Beyond, 500 bags at \$2.42 = \$1210 + GST = \$1270.50 • Christine motioned that Stella could purchase bags up to the amount of \$1350 including shipping, Tessie seconded and motion passed • Guillaine reports she is working on getting Oilers swag • Propel physio will be donating Pop Sockets & passes • Vendors currently are Healthy Feet & Healthcare Solutions • Venesia will be going live on EventBrite this weekend 	Stella to purchase bags not exceeding \$1350 Request for door prizes Request for swag bag donations Dan to approach Dodge dealership
4.1.7.Membership <i>Cheryl</i>	<ul style="list-style-type: none"> • Nationally there are 122 members, 35 in Edmonton, 30 in Calgary and 3 in Red Deer. Local membership increased from 31 to 35 • Reminder that membership renewal is June 1st and can be done as of May 1st 	Members to renew from May 1st to June 1st
4.1.8.Archives <i>Marg</i>	<ul style="list-style-type: none"> • Not present but reported that she continues with photos & books 	
4.1.9.Funding <i>Candace, Daralyn, Christine</i>	<ul style="list-style-type: none"> • Annual report submitted to President • Funds allocated to send local members to National & all was not used • BonesDoc – next deposit to be in July at \$13,033. To date 27 people have received funding. \$1960.01 funding support was given to CONA Edmonton to support BonesDoc Day. Unused funds from previous funding deadline rolled over into the next one. Application dates were decreased to 2 per year to facilitate management. Balance \$8163 • Advertising and promotion of available funds to continue. 	Advertise funds available
4.2 CONA National Update <i>Candace, Guillaine, Stella, Heather</i>	<ul style="list-style-type: none"> • Candace reports that the next revision of documents to be 2019 • This will be the last year for Certification with a spring & fall writing (to continue we would need 100 renewal &/or writers) • Current ONC(C) members can still renew every 5 years 	

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	<ul style="list-style-type: none"> • There has been no response regarding allowing LPNs to write 	
5. Old Business		
5.1 Certification – Upcoming exam	<ul style="list-style-type: none"> • Deadline for writers is the end of the month • Further discussion deferred • Dan reports that CLPNA was accepted into CNA and that membership has expanded to include Ortho Techs 	
5.2 CONA National Conference & Voting Delegates	<ul style="list-style-type: none"> • Saint John, NB May 29-31, 2019 – Registration is open & advertised • There will be a meet & greet with a comedian the Wednesday night, with 2 full days of conference. • Megan in NB has an event page on Facebook • Application for awards deadline the end of March, email to be sent • Voting Delegates for National (meeting the Friday 0700-0845) will be Rebecca Foster, Christine Toews and alternate Cheryl Moisey 	<p>Submit award applications by the end of the month</p> <p>Delegates to attend National AGM</p>
5.3 Orthomania/ Dr. Jim McMillan ‘BonesDoc Day’ – May 6, 2019	<ul style="list-style-type: none"> • Discussed above under program 	Need swag for registrants & door prizes
5.4 Ortho World Fair	<ul style="list-style-type: none"> • Mar 22/19 at the UAH – Tessie & Daralyn volunteered to man the table for CONA • They will have brochures for the Education day, CONA membership • Daralyn purchased pens and candy (value \$39) to give away • Will have banner on display 	Tessie &, Daralyn to attend
6. New Business		
6.1. Elections (Vacant Executive)	<p>Rebecca moderated elections</p> <ul style="list-style-type: none"> • Kim Stewart will move to ‘<u>Past President</u>’ • Christine Toews will move to ‘<u>President</u>’ • Vacant <u>President-Elect</u> – Rebecca Foster (wins by acclimation) • <u>Treasurer & Membership</u> continue term • <u>Funding Committee</u> – Daralyn, Christine & Candace will continue with Rebecca Gelhard to shadow to take over or Christine • <u>Communication/Social Media/Internet</u> – continue term • <u>Education</u> – Lead will be Stella Callendar – Dan, Venesia, Sabeen will continue and Gillian Peterson and Rebecca Gelhard will join 	

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<p>6.2. Local Funding support budget & deadline for application</p>	<ul style="list-style-type: none"> Christine motioned that CONA Local budget \$15,000 for upcoming year to support members to go to National, seconded by Stella, motion passed. Deadline for applications set to May 13th, 2019 	<p>Members to apply by May 13th</p>
<p>6.3. Next Meeting (3rd Thurs month)</p>	<p>Thursday, March 18th, 2019 @ 1800h - AGM,</p> <ul style="list-style-type: none"> Edmonton Bone and Joint Centre. 	<p>Christine will be absence & Rebecca Foster will take minutes</p>
<p>7. Adjournment</p>	<ul style="list-style-type: none"> Meeting adjourned at 1941 	
<p>8.</p>	<ul style="list-style-type: none"> 	