



ANNUAL GENERAL MEETING MINUTES

Date:	Saturday, October 17, 2015
Time:	12:00 – 2:00 PM EST
Place:	Lord Nelson Hotel, Halifax, NS
Chairperson:	Mehdi Naimi, CATA President
Minute Taker:	Sharona Bookbinder, Registered Member
Attendees:	See below
Proxies:	Sharona bookbinder for Olena Darewych; Frances Bryant-Scott for Michelle Oucharek-Deau; Mehdi Naimi for Judy Weiser; Michelle Winkel for Lucille Proulx
Email Votes:	Kathryn Hubner Kozman – Registered; Elaine Pelletier – Professional; Esther Zeller – Registered Darlynn Hildebrandt- Registered

VOTING MEMBERS (31)			
1. Brun-Jacob, Veronique	11. Hyysko, andrea	21. Toll, Haley	31. Zwaagstra, Nick
2. Bryant-Scott, Frances	12. LeClerc, Patti	22. Weinberg, Tzafi	32. Sousa, Anna
3. Bookbinder, Sharona	13. Lui, Rosita	23. Calatyud, Sylvia	33. Stalenhoef, Janet
4. Carpendale, Monica	14. McMaster, Meghan	24. Hyatt, Vernoica	34. Oucharek-Deau, Michelle (proxy)
5. Dos Santos, Anna	15. Naimi, Mehdi	25. Lummis, Christine	
6. Darewych, Olena (Proxy)	16. Norton, Mary)	26. Nackan, Lisa	
7. Drobig, Felicitas	17. Ponsford-Hill, Laurie	27. Ritchies, Carolyn	
8. Friedman, Sharlene	18. Simoncicova, Lucia	28. Ward, Aleitha	
9. Gee, Amanda	19. Stuedler, Jacqueline	29. Winkel, Michelle	
10. Hildebrandt, Darlynn (Proxy)	20. Tait, Jean	30. Zip, Theresa	
NON-VOTING MEMBERS			
1. Kerekes, Jessica	3. Ellsworth, Gail		
2. Bourdas, Suzanne	4. Lambie, Loura		
	5. Scobey-Sutherland, Joanne		
GUESTS			
1. Yousafzai, Waqas			
TOTAL (33) - Established Quorum at 18 members and 2 Members of the Executive Board			

Item	Description
1	Welcome – Mehdi Naimi
2	Call to order – Mehdi Naimi

3	<p>Approval of the 2015 Agenda – Mehdi Naimi</p> <p>Error: #14 should read Announcement of 2016 Conference</p> <p>Anna Dos Santos– possibility of looking into registration procedure</p> <p>Motion: That the 2015 AGM Agenda be accepted as written with noted correction(s).</p> <table border="1" data-bbox="178 353 1500 387"> <tr> <td>Moved:</td> <td>Nick Zwaagstra</td> <td>Seconded:</td> <td>Sharlene Freidman</td> </tr> </table> <p style="text-align: right;">Passed / Not passed</p>	Moved:	Nick Zwaagstra	Seconded:	Sharlene Freidman
Moved:	Nick Zwaagstra	Seconded:	Sharlene Freidman		
4	<p>Approval of 2014 AGM Meeting Minutes – Mehdi Naimi</p> <p>Motion: That the 2014 AGM Meeting Minutes be approved as written</p> <table border="1" data-bbox="178 577 1500 611"> <tr> <td>Moved:</td> <td>Jacqueline Stuedler</td> <td>Seconded:</td> <td>Amanda Gee</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p>	Moved:	Jacqueline Stuedler	Seconded:	Amanda Gee
Moved:	Jacqueline Stuedler	Seconded:	Amanda Gee		
5	<p>Presentation of Annual Report – Mehdi Naimi</p> <p>Motion: That the annual report be accepted as written.</p> <table border="1" data-bbox="178 806 1500 840"> <tr> <td>Moved:</td> <td>Jaqueline Steudler</td> <td>Seconded:</td> <td>Monica Carpendale</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p>	Moved:	Jaqueline Steudler	Seconded:	Monica Carpendale
Moved:	Jaqueline Steudler	Seconded:	Monica Carpendale		
6	<p>Presentation of unaudited financial statements – Mehdi Naimi</p> <ul style="list-style-type: none"> (i) Sharlene Freidman asked about large jump in admin costs – Michelle Winkel stated that costs have dropped down for 2016 to approximately \$10,000 level. CATA needed Lynn to do a lot of catch up work, using extra approved hours. Lynn’s hours have been reduced by half. (ii) Jacqueline Stuedler – questioning the new HST charge. Non-profit must charge over \$50,000 for non-profit. Mehdi’s response – total revenue over \$50,000. Partnering for conferences and collecting fees for other organization puts our revenue over \$50K. We are looking for a way to get around that. For this year, we have to collect HST. Motion for the board to look into the charitable status. Jacqueline Stuedler first, Monica Carpendale Seconded. (iii) Registered vs. professional member fees increase. (iv) Darlene Hildebrandt – should we cover travel expenses? Mehdi – travel covered for board members to attend the conference for the AGM. This was established a few years ago. Airfare to a reasonable level and part of the hotel costs (about \$40/night). (v) Monica Carpendale – question about office and general expenses having gone up from \$1,882 to \$7,223. Michelle Winkel – we’re not surprised by the figure. Year-end moved from October 31 to June 30, so there was an extra 6 months of costs included in this budget. Costs were printing and outstanding things that were resolved. It should be back down to 2014 levels in the coming year. Kayla, accountant although not here could clarify some of these concerns. Mehdi – some of the tasks that Lynn was doing. They’ve hired a secretary, so Lynn has less hours. <p>Motion: That the unaudited financial statements be accepted as written.</p> <table border="1" data-bbox="178 1809 1500 1843"> <tr> <td>Moved:</td> <td>Mehdi Naimi</td> <td>Seconded:</td> <td>Anna Dos Santos</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p>	Moved:	Mehdi Naimi	Seconded:	Anna Dos Santos
Moved:	Mehdi Naimi	Seconded:	Anna Dos Santos		
7	<p>Appointment of accountant for 2015-2016 fiscal year – Mehdi Naimi</p> <p>Michelle Winkel moved to reinstate a new accountant. Monica Carpendale seconded. Unanimous vote</p>				

	<p>Motion: That the accounting firm of Ritchie Shortt and Tully of Whitby, ON continue to be the CATA-ACAT accounting firm for the fiscal year 2015-2016.</p> <table border="1" data-bbox="177 159 1369 197"> <tr> <td data-bbox="177 159 336 197">Moved:</td> <td data-bbox="336 159 699 197">Michelle Winkel</td> <td data-bbox="699 159 874 197">Seconded:</td> <td data-bbox="874 159 1369 197">Monica Carpendale</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p>	Moved:	Michelle Winkel	Seconded:	Monica Carpendale
Moved:	Michelle Winkel	Seconded:	Monica Carpendale		
8	<p>Presentation of new Bylaws – Waqas Yousafzai</p> <p>What changes have been made? Mostly typos and the voting members (Voting and non-voting). This way we can decide who is a voting member. Updated from 1981. Will talk about associate members as potential voting members.</p> <p>We have two years to get application into Industry Canada</p> <p>Motion: That the new bylaws be accepted as written.</p> <table border="1" data-bbox="177 551 1500 589"> <tr> <td data-bbox="177 551 368 589">Moved:</td> <td data-bbox="368 551 767 589">Jacqueline Steudler</td> <td data-bbox="767 551 1007 589">Seconded:</td> <td data-bbox="1007 551 1500 589">Frances Bryant-Scott</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p>	Moved:	Jacqueline Steudler	Seconded:	Frances Bryant-Scott
Moved:	Jacqueline Steudler	Seconded:	Frances Bryant-Scott		
9	<p>Reporting on FACTBC – Mehdi Naimi</p> <p>Mehdi - Counselling therapists in BC. Lobby group formed last year. In progress for many years to establish a college. Advice from lawyers to bring all groups together to form one voice. Have managed to move the issue forward quite a bit. Do not need legislation to establish a college. Just an 'order in counsel'. BCATA has been involved and now CATA is now involved to support our members. Has attended one meeting and plans to attend another soon. In 2-3 years hopefully a college will be established.</p> <p>Questions about notification of potential grandfathering process. Mehdi – e-blasts will be sent.</p> <p>There is an agreement between BC & Alberta, so it will come there afterwards.</p> <p>Motion: That CATA-ACAT become a member of FACTBC</p> <table border="1" data-bbox="177 1099 1500 1137"> <tr> <td data-bbox="177 1099 368 1137">Moved:</td> <td data-bbox="368 1099 767 1137">Mehdi Naimi</td> <td data-bbox="767 1099 1007 1137">Seconded:</td> <td data-bbox="1007 1099 1500 1137">Nick Zwaagstra</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p>	Moved:	Mehdi Naimi	Seconded:	Nick Zwaagstra
Moved:	Mehdi Naimi	Seconded:	Nick Zwaagstra		
10	<p>Governance portfolio update – Waqas Yousafzai</p> <p>In the last year we have drafted 5 main policies and procedures to volunteers and committees. As organizations evolve there is a tendency to use verbal history & use the same processes. With his background in policy, it's a written memory for policies. Please refer to page 14 of the AGM manual.</p> <p>Future:</p> <ul style="list-style-type: none"> - Alliances with other organizations - Supervision guidelines (Monica - in consultation with the schools & grandfathering in clause for new types of supervision) <p>Motion: Have schools involved in supervisory by-law</p> <table border="1" data-bbox="177 1621 1500 1659"> <tr> <td data-bbox="177 1621 512 1659">Moved:</td> <td data-bbox="512 1621 831 1659">Michelle Winkel</td> <td data-bbox="831 1621 1150 1659">Seconded:</td> <td data-bbox="1150 1621 1500 1659">Seconded</td> </tr> </table> <p style="text-align: right;">Passed Unanimous</p> <p>Joanne Scobey-Sutherland– suggested creating an Atlantic chapter with CATA support.</p> <p>Michelle Winkel– partnership development board chair is a new position and can be assigned to it.</p>	Moved:	Michelle Winkel	Seconded:	Seconded
Moved:	Michelle Winkel	Seconded:	Seconded		
11	<p>Comments on Associate members as Board members – Michelle Winkel</p> <p>Diversity of education, talent and skill sets is needed. (i.e. lawyers, accountants, social media advisors...). Potential cost reduction for advisors if they are involved. For example - Waqas has been on a trial as an advisor, but has contributed very valuable advice.</p>				

- (i) Jacqueline Steudler– I agree but perhaps there could be a limit of associate members.
- (ii) Michelle – our motion is to decide on the number of board members who could be associate members (how many out of 9).
- (iii) Monica Carpendale – 50-60% needs to be professional or registered art therapists. Open it up to expressive therapists. We get too protectionist.
- (iv) Theresa Zip – diversity is important for resilience.
- (v) Michelle – motion to require the board positions to be a majority of professional or registered art therapists with a membership in good standing. The ratio to be confirmed at the end of each AGM.
- (vi) Question – are student members the same as associate members? Can they have a voice on the board as well?
- (vii) Monica Carependale– consideration for conflict of interest for board member relationships. To be addressed in the future.

Motion: That Associate members be able to be elected to the Board of Directors

Moved:	Michelle Winkel	Seconded:	Nick Zwaagstra
---------------	-----------------	------------------	----------------

Passed
Two 'no' votes and otherwise unanimous

Election of Board of Directors – Mehdi Naimi

The board of directors consists of:

Executive

President – Mehdi Naimi – going into final year

Vice-President – Michelle Winkel

Secretary –N/A

Treasurer – Kayla Cardinal (also oversees Financial Committee)

Directors

12

Communication – Haley Toll *unanimous*

- Oversees Journal Committee; Marketing & Promotion Committee; Newsletter Committee; Social Media Committee; Website Committee; Survey Team

Education – Mary Norton – standing for election *unanimous*

- Oversees – Awards Committee; Conference Committee; International Committee; School Review Committee

Governance – Waqas Yousafzai *unanimous* (1 no by proxy, 1 abstention by proxy)

- Oversees – Bylaws Committee; Ethics Committee; Policies & Procedures Committee; Privacy Committee

Membership – Amanda Gee – *unanimous*

- Oversees – Membership Committee; Nominations Committee; Registration Committee; Volunteer Management Committee

Partnership Development – Lucille Proux *unanimous* (1 abstention)

- Oversees – Advocacy Committee; Association Liaison Committee; Insurance Liaison Committee; School Liaison Committee

	<p>Motion: Election of Board of Directors for 2 year terms</p> <table border="1"> <tr> <td>Moved:</td> <td>Mehdi Naimi</td> <td>Seconded:</td> <td>Nick Zwaagstra</td> </tr> </table> <p style="text-align: right;">Passed (See above for details)</p>	Moved:	Mehdi Naimi	Seconded:	Nick Zwaagstra
Moved:	Mehdi Naimi	Seconded:	Nick Zwaagstra		
13	<p>Announcement of award recipients – Mehdi Naimi</p> <p>\$1,000 – Art Therapy Student Award <i>For a student member enrolled in an art therapy program</i> Awarded this year to Dana Delorme from VATI</p>				
14	<p>Announcement of 2016 conference – Mehdi Naimi</p> <p>The next CATA 2016 conference will be in Toronto, Ontario Date: October 14-16, 2016 Conference Co-chairs: Helene Burt & Gilda Raimondi</p>				
15	<p>Presentation of Honorary Members – Mehdi Naimi</p> <p>Award given to Nick Zwaagstra</p>				
17	<p>Additional items/questions from members:</p> <p>Why do Professional Members have higher membership fees than the Registered Members? - Felicitas Drobig</p> <ul style="list-style-type: none"> (i) Monica’s answer – the professional members were the main thrust of the whole organization. You get all the rights by being a professional member, but the registered members have all the responsibilities. We should be open to other professionals as supervisors for students and AT’s who are far from accessible supervision. (ii) Michelle – registration processes still allow up to 50% of supervision from outside the AT professionals. (iii) Change in price: professional AT’s are not sure about the benefits of becoming registered. It holds a level of respect, but has to be feasible. Registered AT’s shouldn’t be penalized after going through the process. 				
18	<p>Additional items/questions from members:</p> <p>Should the board have the power to raise the fees or should it be proposed at an AGM? – Darlynn Hildebrandt</p> <p>Monica – it should be a society act – voted on at an AGM. It is unconstitutional.</p> <p>Mehdi’s response – apology for the offense it may have caused. Registered members have achieved a higher level of competence. It will be added to the next agenda.</p> <p>Motion: Members accept the change in membership fees</p> <table border="1"> <tr> <td>Moved:</td> <td>Mehdi Naimi</td> <td>Seconded:</td> <td>Laurie Ponsford-Hill</td> </tr> </table> <p style="text-align: right;">Passed (Unanimous & 2 abstentions)</p>	Moved:	Mehdi Naimi	Seconded:	Laurie Ponsford-Hill
Moved:	Mehdi Naimi	Seconded:	Laurie Ponsford-Hill		

19	Adjournment – Mehdi Naimi		
Motion: That the 2016 AGM be adjourned at 2 PM EST			
Moved:		Mehdi Naimi	Seconded:
			Jacqueline Streudler
Passed Unanimous			