

**Saskatchewan Hospice Palliative Care Association  
Annual General Meeting Minutes  
Wednesday, May 11, 2016  
Luther College  
University of Regina  
Regina, Saskatchewan**

**1. Call to Order**

Jeff Christiansen, President, called the meeting to order at 1:35 p.m. and welcomed everyone to the annual meeting. He took the opportunity to thank Dr. Lori Teeple for her well received presentation during the morning session with the facilitators.

**2. Approval of Agenda**

**MOVED BY NORMA TYNDALL**  
*"that the agenda be accepted as presented"*  
**SECONDED BY KEN STAKIW.**

**CARRIED**

**3. Approval of Minutes of the AGM held on May 14, 2015**

**MOVED BY IVY SCOBIE**  
*"that the minutes of the MAY 14, 2015 Annual General Meeting be accepted as presented"*  
**CARRIED**

**4. President's Report**

Jeff Christiansen offered only a few highlights from his written report:

- Thanks were extended to the 2015/16 Board of Directors for their support during the year and expressed that this very qualified and diverse group will represent the association well going forward.
- As Past President he pledged to work on a succession plan to make sure the Board continues to have a dedicated and diverse group.
- Advocacy: The partnership with the Canadian Cancer Society, Saskatchewan division and in particular Donna Ziegler and Donna Pasiechnik has been very beneficial and effective and has allowed SHPCA to reach a much larger audience in an effort to keep palliative care in the media.
- LEAP: Delivered in eleven Saskatchewan communities to nearly two hundred physicians, nurses and other support health care workers. The extensive education effort replaced the annual Conference in 2016.
- Research: Results of the research program will be available soon and will provide a beneficial comparison to earlier years of palliative care in the province.
- Special thanks were extended to Claire Bélanger-Parker and her husband Glen Parker who provide administrative support and event management services to the organization.

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**5. Presentation of Dr. Zach Thomas Award**

Director and SHPCA Treasurer, David Howick, spoke briefly about Dr. Zach Thomas (who founded the SHPCA) and the purpose of the award. He announced the award winner for 2016 was Jenna Wiesner, Clinical Care Manager – Hospice at the William Booth Special Care Home/Regina Wascana Grace Hospice. He proceeded to talk about her dedication to her position and hospice care in particular. Jenna shared that she would attend the 21<sup>st</sup> International Congress on Palliative Care in Montreal, Quebec October 18-21, 2016.

**6. New Business**

**No new business**

**7. Reports**

**7.1 Financial Report**

A representative of the Virtus Group offered the highlights from the prepared audited statements to December 31, 2015 which included:

- Explaining that it is an Independent Auditor`s Report.
- Statement of Financial Position at December 31, 2015.
- Statement of Revenues and Expenses and Members` Equity for the Year Ended Dec. 2015.
- Statement of Cash Flows for the Year Ended December 31, 2015.
- Notes to the Financial Statements for the Year Ended December 31, 2015.
- Final comment was that SHPCA's financial situation is strong and healthy.

The presentation was followed by a short Q and A session which highlighted the need to review the membership renewal process and to possibly build the Affiliate membership classification.

**MOVED BY CHRISTINE RYE**

***"that the 2014-2015 year-end audited financial statements of the Saskatchewan Hospice Palliative Care Association be accepted as presented."***

**SECONDED BY CARMEN JOHNSON.**

**CARRIED**

**MOVED BY CHRISTINE RYE**

***"To appoint the Virtus Group to conduct the audit for 2016-2017."***

**SECONDED BY CARMEN JOHNSON.**

**CARRIED**

**7.2 Nominations Report**

Vice President Jean Morrison reported that only one nomination, Denise Seguin Horth was being presented for the 2016-2017 Board of Directors.

Further nominations were called from the floor three times. No further nominations from the floor were received.

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**MOVED BY JEAN MORRISON**

***"that Denise Seguin Horth be accepted as a board member of the SHPCA."***

**SECONDED BY IVY SCOBIE.**

**CARRIED**

**7.3 Communications Report**

David Howick, SHPCA Treasurer and Webmaster offered highlights on the format and usage of the website. Highlighted: 41,000 worldwide visits in 2015 reflecting 80% from Saskatchewan, 10% from the US and 10% from other provinces or countries. He encouraged all the members to review the site and take advantage of the resources that it offers. The association also has an active Facebook page and Twitter account.

**8. Announcements**

**8.1 LEAP Fall Session**

Claire Belanger-Parker explained that Dr. Lawrence Clein was stepping down as a facilitator and thanked him for his contributions to LEAP.

A full schedule of LEAP sessions will be organized and published shortly. Of note is interest expressed by the Catholic Health Association and Saskatchewan Registered Nurses' Association to possibly hold sessions.

**9. Adjournment**

Request to adjourn the meeting at approximately 2:15 p.m.

**MOVED BY KEN STAKIW**

***"that the meeting be adjourned"***

**SECONDED BY JOHN RYE.**

**CARRIED**