

# CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

Newfoundland and Labrador Branch

2009 Annual General Meeting

St. John's

Minutes – November 3, 2009

**Attendance:** Darryl Johnson, Sharon Williams, Sara Timpa, Cal Morgan, Renee Dawe, Karen Hann, Nicholas Blake, Nita MacLean, Terry Battcock, Douglas Howse, Paul Noseworthy, Chris Hart, Darroch Vokey

**Call to Order:** The meeting was called to order by DJ at 6:10 pm.

## 1.0 Approval of Agenda

SW moved to accept the agenda as presented, seconded by KH. Motion carried.

## 2.0 Approval of AGM Minutes

Minutes of the Nov. 27, 2007, AGM were presented to all members in attendance. DJ moved to accept the minutes as written, seconded by PN. Motion carried.

## 3.0 Business Arising

### 3.1 President's Report:

DJ presented the annual President's Report (see attached). DJ moved to accept the report as written, seconded by SW. Motion carried.

### 3.2 Financial Report

DJ presented the Financial Report for 2008-2009 on behalf of Brian Moores (see attached). The Branch account balance as of October 31, 2009 was \$10,344.04, while the Conference account had an additional \$12,481.97 waiting to be transferred. An additional \$1012.04 is still owed to the branch from the 2008 Conference. This makes a total of \$23,838.05 for the Branch. DJ moved to accept the report as written subject to receipt of approval by auditor, seconded by NM. Motion carried.

ACTION: BM to request KH to perform an audit of the financial records.

### 3.3 Membership Report

DJ reported on behalf of Pat Murray (see attached). The branch currently has 24 paid members. There are 17 members from Dept. Gov. Services, and 6 from Dept of HCS and the Regional Health Authorities. (Note: there is one member currently working in Northwest Territories.) There are no members from federal agencies, and no student or retired members. DJ moved to accept the report as presented, seconded by DV. Motion carried.

### 3.4 Board of Certification Report

CM provided a written report (see attached). CM reported that 6 candidates presented for certification on October 20, 2009. CM moved to accept the Board of Certification Report as presented, seconded by TB. Motion carried.

### 3.5 Website Report

DH provided a brief report regarding the branch website [www.ciphi.nl.ca](http://www.ciphi.nl.ca). DH noted that website usage increased significantly over the past year due to the National Conference in NL (see table below).

Time Period	Visits per Month	Unique Visitors per Month
January – June 2007 (Prior to Conference Website)	227	128
July – December 2007 (Conference Website Active)	335	218
January – July 2008 (Conference Website Active)	747	424
August – December 2008 (Following Conference)	380	225
January – October 2009	274	156

Any comments or suggestions for changes to the website are welcome. DH moved to accept the Website report, seconded by KH. Motion carried.

### 4.0 New Business

#### 4.1 Election of Officers

DJ sent a notice for nomination to all members prior to the Annual General Meeting. The election of officers was held during the meeting, with PN acting as election officer. The results of the election were as follows:

**President:** TB, CH, DH, DJ, and SW all declined first round nominations from the floor. DV, DH and CH were nominated in a second round. DV and DH declined, while CH accepted. **Chris Hart** was elected by acclamation.

**Vice President:** TB was nominated prior to the AGM. No other nominations were heard from the floor. **Terry Battcock** accepted the nomination, and was elected by acclamation.

**Secretary/Treasurer:** DH, KH and CH were nominated. DH and CH declined the nominations, while KH accepted. **Karen Hann** was elected by acclamation.

**Eastern Representative:** CH and SW were nominated. CH declined his nomination. **Sharon Williams** accepted the nomination and was elected by acclamation.

**Central Representative:** RD and ST were nominated. RD declined her nomination. **Sara Timpa** accepted the nomination and was elected by acclamation.

**Western/Labrador Representative:** NM and NB were nominated. NB declined his nomination. **Nita MacLean** accepted the nomination and was elected by acclamation.

**5.0 Next AGM**

Next AGM meeting will be called by the President and held in conjunction with the next branch Educational Conference in 2010. DH moved to adjourn the meeting, seconded by DJ. Motion carried.

Meeting adjourned at 7:30 pm.

DRAFT