



2020 Annual General Meeting

Date: Saturday, November 21, 2020

Time: 9:00am – 10:30am MST

Location: Zoom: <https://zoom.us/j/92688791714>

Chair: Dr. Melanie Willows, CSAM-SMCA President

Minutes

Present: M. Willows J. Brasch N. el-Guebaly S. Etches G. Budd M. Ghosh P. Sobey S. Dubreucq A. Yu C. Zaganelli
R. Tanguay AS. Marsolais W. Shublaq D. Martell S. Elliott N. Ali J. Hans M. Morris G. Bhatia M. Potter
N. Bansley J. Koehn R. Lim K.Lee S. Lee H. Bouman P. Wilson C. Hilbert C. Saveland L. Gursky
R. Hebert (recorder)

Call to Order: 9:05am MST – M. Willows

1. 2019 AGM Minutes (Halifax) (Appendix 1)
 - a. Date of next conference should be listed as 2020 not 2019

P. Sobey approves the amended 2019 minutes.

Second by: D. Martell

2. Motion to Accept 2020 Agenda

J. Brasch approves the agenda.

Second by: M. Ghosh

3. Executive:

- a. President's Report

- i. M. Willows welcomes everyone to the meeting and goes over meeting rules
- ii. Introduces the CSAM-SMCA BOD members, shows slide on screen
- iii. Brief Annual Review and Introduction of the Board, President Elect and Past President
 - A successful 1st virtual conference; thank you to the Conference co-chairs Dr. Jennifer Brasch and Dr. Nady el- Guebaly, executive conference committee and CSAM conference committee

- The Canadian Journal of Addiction continues to grow with increase in number of submissions; the editorial team has expanded from a single editor in chief to associate editors and the addition of 3 new early career editors
- CSAM-SMCA launched a new website, relaunched the newsletter and will be working on further social media presence and journal club
- We have developed and continue to develop growing partnerships and engaging in projects with other organizations
- Membership stable with focus on expanding student/resident membership
- Policy committee has released a policy paper on decriminalization
- By-laws committee has reviewed by-laws and has put forward some recommendations
- Financial position is solid, and we are in a position to invest in opportunities that align with our vision, mission and strategic directions
- Thank you to Paul Sobey (Past President), Jennifer Brasch (President Elect), Becca Hebert Marilyn D'orozi
- Thank you to board members, committee chairs, members for contributions

iv. Review of Vision, Mission, Strategic Directions

- Motion to adopt Vision, Mission, Strategic Directions
- First year working with this framework
- CSAM-SMCA members provided feedback through interviews and surveys
- This is the framework and how we have done our work over the past year, keep us focused and aligned

M. Willows makes a motion to accept the president's report.

Second by: R. Tanguay

M. Willows makes a motion to formally adopt the mission vision and strategic direction. Second by: W. Shublaq

4. Nominations for empty BOD positions – Dr. Paul Sobey (Appendix 3)

- Shows the current BOD positions and terms on screen
- J. Brasch will move into the President's role, D. Martell will move to president elect. Open

Positions

i. Regional Director: Ontario

3 Candidates

- Ken Lee
- Adam Norris
- Peter Fargo

- No less than 21 days after this meeting a vote will go out to the Ontario voting members, voting for an Ontario member – P. Sobey & B. Hebert
- ii. Newfoundland & Labrador Regional Director
 - No Nominee
- iii. Manitoba Regional Director
 - No Nominee
 - Another letter will be sent to the Manitoba member group to fill the empty positions
- iv. In 2021 there will be more positions open – past president in charge of the nominating committee
- v. Normally at this time we would vote to approve the new BOD members, but we do not have quorum -we will send out a vote via email
- vi. It is important to do this by the book, will engage section 4.4 of the bylaws, a special meeting, a notice go out to all voting members
- vii. Resident member for the BOD – question from M. Potter

- i What is the duration they can act on the BOD?

Sometimes a resident is unable to serve their full term due to finishing their residency program.

Special interest group could be created for residents and fellows, they can act as a voice
Currently, there are residents on each working committee

P.Sobey makes a motion to accept the report.

Seconded by: J. Brasch

5. Treasurer's Report – Dr. Paul Sobey

- i. Our year end is December 31st. An overview from December 2018 – December 2019
- ii. P. Sobey discussed what happened in 2019; reviewed financial statements from 2019 2nd page of financial statement (submitting a second statement on July 10, 2020); shows overpayment of account, refiling taxes iv. Consideration will be given to how to best use funds that are not needed for CSAM expenses. v. 2020 Expenses
- iii. Website total cost – \$18,500
- iv. \$24,000 – individuals prepay their memberships – booked the year they are paid - deferred membership fee revenue 1st year of a 3- or 5-year membership
- v. Liabilities – Addiction Day Committee – we are their banker - \$25,000 is addiction days
 - a. No tax implications as part of addiction day – issue with addiction day non-profit status
- vi. Our net assets were the same in 2018 and 2019
- vii. Conference costs have not been split with ISAM yet

viii. Overall, we are in good shape – need to start having discussions about, costs involved with a growing organization.

P. Sobey makes a motion to accept the report.

Seconded by: N. el – Guebaly

6. Bylaws Amendment – Dr. Paul Sobey/George Budd (Appendix 5)

- i. Our organization has always been comprised of members who are members of a self-regulatory and licensing body.
- ii. Because addiction care varies across Canada and we come from a lot of disciplines, it is important that the BOD reflects this
- iii. A voting member is a registered member of a self-regulatory health care discipline with an active registration or license.
- iv. This bylaw would broaden our BOD --The Bylaw is to expand full membership to members of all self-regulatory health care disciplines working in addiction medicine.
- v. this would enable Our organization to become truly reflective of individuals providing healthcare to people with addictions
- vi. How do members feel about this change?

Advantage is its long-term sustainability – addiction needs all hands-on deck to treat.

Great opportunity for us to continue to grow

How do you determine each member is involved in addiction medicine?

- a. Who wants to be involved in an organization when they are not involved in the field?
 - b. Currently it is an honour system
- vii. Concern raised that the entire BOD could become non physicians – when it comes to representation on the BOD should it remain a majority of MD's?
 - viii. Should consideration be given to adding members of health care disciplines and replacing some regional representation on the BOD?
 - ix. Could we have a limit of 3 or 5 positions for non-physicians?
 - x. The bylaw to change the criteria for membership within the Bylaws was not voted on as there was no quorum at this meeting 7. Member resolution
 - xi. If the above resolutions passed, then this would be inclusive of this. No further discussion on the member resolution.

8. Award & Certificate Recipients – Dr. David Martell/ Dr. Melanie Willows

i. Karen Mellor Bursary Award Recipient

Felicia Lotsios

Theme of bursary is to support research on nicotine or nicotine cessation

ii. Student Bursary Winners

24 bursary winners

Recognition that it is important to use CSAM-SMCA funds to support students and early career physicians

iii. CSAM-SMCA Certificates

Present certification to those who practice in the field of addiction medicine and have demonstrated their expertise

This year we had 6 individuals who achieved certification:

- a. Arainna Watts
- b. Debarshi Das
- c. Martain Potter
- d. Wael Shublaq
- e. Maurice Agha
- f. Oladayo Shobola

9. Move those actions of the BOD be approved for the prior 12 months

**M. Willows makes a motion to accept the actions of the BOD for the prior 12 months.
Second by: W. Shublaq**

10. Transition to New President, Dr. Jennifer Brasch and President Elect, Dr. David Martell

- a Comments from J. Brasch
- b Comments from D. Martell

11. Motion To Adjourn 10:22 MST – M. Willows