

## **CSAM-SMCA Executive Meeting**

Wednesday, January 6, 2021

5:30pm – 7:30pm (MST)

### **Minutes**

Present: J. Brasch    M. Willows    P. Sobey    D. Martell    B. Hebert (recorder)

1. Call to Order: 5:36pm MST – J. Brasch
2. Review Last Meeting Minutes
  - Minutes review and approved from November 26, 2020
3. AMP Proposal/CSAM-SMCA Staffing
  - CSAM-SMCA Social Media
    - i. We will first see if we can create a strategy on our own
    - ii. M. Ghosh, J. Brasch and B. Hebert to meet and discuss 2021 plan
  - CSAM-SMCA will not move forward right now on the Marketing proposal from AMP
    - i. There are no bases for comparison/ how do these costs compare if we had an in house individual vs contracted work
  - Executive is happy to share the proposal with other experts to see if the costs are comparative
  - D. Martell, P. Sobey and B. Hebert to meet with AMP and discuss the proposals geared toward the 2021 conference
    - i. Happy with the granting proposal
      1. Look at other grants: Telus, Bell, Shoppers, Etc.
      2. Ensure we receive copies of the granting proposals
    - ii. Will discuss the corporate and marketing proposal in depth
  - What type of conference do we want to plan?
    - i. Plan to do it in person with a hybrid component
  - AMP will build abstract management
    - i. Weekly calls/input from J. Brasch, P. Sobey and B. Hebert
    - ii. Reasonable for 5-year quote
      1. Ensure there will be no additional charges
4. Journal Club
  - 2021 Journal Club
  - To launch in February
  - 2-3 sessions, February, March and April (1-1.5hrs)

- Would like 2-3 co-hosts
  - i. Ask BOD members for participation
  - ii. Train the trainer, have M. Ghosh to lead the first session and teach individuals how to host
  - iii. Will offer it to the general public
  - iv. B. Hebert to collaborate with M. Ghosh for further details
  - v. B. Hebert to add to the January BOD meeting agenda
  
- 5. Address the Note from R. Tanguay and N. el-Guebaly
  - This discussion has taken place on multiple different occasions and we hope that these discussion points get raised at the Special Meeting on January 16<sup>th</sup>
  - R. Tanguay and N. el-Guebaly are welcome to share these points with the CSAM-SMCA BOD
  - This will be addressed at the special meeting on January 16<sup>th</sup> and then a vote will occur
  
- 6. CSAM-SMCA 2021 Projects
  - Pushed till next Exec. meeting
  
- 7. ASAM Joint Membership Collaboration
  - M. Willows will pursue these discussions
  - This is a complicated issue and when moving forward we want to ensure we would benefit from partnerships like this
    - i. What is the benefit of a Canadian joining ASAM?
    - ii. Which members does it benefit?
    - iii. How would this alter our own fee structure?
  
- 8. Next Meeting: Mid to late February – B. Hebert to send coordinates
- 9. Adjournment: 7:02pm MST – J. Brasch

## **Action Items**

### **J. Brasch**

- Social media discussion with B. Hebert and M. Ghosh
- Write back to R. Tanguay and N. el- Guelbaly regarding their email about the special resolutions

### **B. Hebert**

- Social media discussion with J. Brasch and M. Ghosh
- Collaborate with M. Ghosh on journal club launch
- Schedule a call with AMP, D. Martell and P. Sobey to discuss AMP conference proposal

### **M. Willows**

- Continue discussions with ASAM for joint membership collaboration