

2023-2024 ANNUAL GENERAL MEETING AGENDA

Thursday, May 16th, 2024, at 1830 hrs
virtual Zoom meeting

<https://ucalgary.zoom.us/j/97198882666?pwd=QnZaM3NzOE03OGZFWnp6Wm9CS2Jxdz09>
(Passcode 013107)

1. Welcome and call to order
2. Introduction of the executive members
3. Appointment of Parliamentarian
4. Rules of order- Robert's Rules of Order is the parliamentary authority for the AGM
5. Attendance and Quorum, Appointment of Scrutineer

Standing Business

6. Approval of the Agenda
7. Approval of the previous AGM minutes from May 2023 (see p. 2)
8. Presentation of the Executive Report (see p. 4):
 - a) Chairperson - Jasmine Hwang
 - b) Appointment of Auditors – Dominique Barefoot, Olivia Lewis
 - c) Treasurer- Jeanne Harker
 - Presentation of the 2023-2024 financial report
 - Proposed budget for 2024-2025

New Business

9. Call for Motions
10. Nominations and Election of Chapter Executive Members (*open for nominations)
 - *Chair
 - *Chair-elect
 - Secretary – Justine Murray (>5th year of the term)
 - *Treasurer
 - Academic Liaison – David Patterson (2nd year of the term)
 - Membership – Diane Paley (2nd year of the term)
 - Technology – Anndrea Vogt (2nd year of the term)
 - *Social & Project Liaison
 - *Education
 - *Member at Large
11. Honorary members
12. Acknowledgements
13. Adjournment

2022-2023 ANNUAL GENERAL MEETING MINUTES

Thursday, May 11th, 2023, at 19:15 hrs
In-person Meeting at Cardel Place SW

Note: Addendums in Green

1. Welcome and call to order: Started at 1955 hrs.
Meeting attended by Jasmine Hwang, Ecaterina Nistor, Kelly Baskerville, Justine Murray, Jeanne Harker, Diane Paley, Anndrea Vogt, Olivia Lewis, Monique Martin-Parent, David Patterson, Verdeen Bueckert, Mollie Cole, Susan Slaughter
2. Introduction of the executive members
3. Appointment of Parliamentarian: Kelly Baskerville
4. Rules of order- Robert's Rules of Order presented by the chair.
5. Attendance and Quorum, Appointment of Scrutineer: Ecaterina Nistor, based on the current 120 members, the quorum to pass a motion is 12 voting members in the meeting, confirmed by Kelly Baskerville.

Standing Business

6. Approval of the Agenda: Jeanne moved. Diane seconded.
7. Approval of the previous AGM minutes from May 2022: Monique moved. Ecaterina seconded.
8. Presentation of the Executive Reports:
 - a. Chairperson & Past Chair - Jasmine Hwang & Ecaterina Nistor
 - b. Education/ Study group: Sandra Stone, Ecaterina Nistor, & Jasmine Hwang
 - c. Membership/ Secretary: Justine Murray
 - d. Education and Information Events: Monique Martin-Parent
 - e. Treasurer: Jeanne Harker
 - i. Presentation of the 2022-2023 financial report
 - ii. Proposed budget for 2023-2024
Mollie moved. Monique seconded.
 - f. Conclusion: Anndrea moved to approve the annual report as presented by the Calgary executive, Monique seconded. All in favour. Motion passed.

New Business

9. Call for Motions: presented by Jasmine Hwang
10. Nominations and Election of Chapter Executive Members (*open for nominations) – Jeanne moved. Monique seconded.
 - ✓ Executive – Core Members
 - ✓ Chair – Jasmine Hwang (2nd year of the term)
 - ✓ Past Chair – Ecaterina Nestor
 - Education – called for nomination from the floor, no nomination moved forward.
 - ✓ Secretary – Justine Murray (>5th year of the term)
 - ✓ Treasurer – Jeanne Harker (5th year of the term)
 - ❖ Board Members – Dedicated Defined Role
 - ❖ Social Planner – Olivia Lewis, nominated, all in favour, elected.
 - ❖ Project Liaison – Monique Martin-Parent, nominated, all in favour, elected.
 - ❖ Membership – Diane Paley, nominated, all in favour, elected.

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- ❖ Academic Liaison – Dave Patterson, nominated, all in favour, elected.
- Committee – Members At Large
- Technology – Anndrea Vogt, nominated, all in favour, elected.
- *Chair Elect - called for nomination from the floor, no nomination moved forward.
- *Member at Large - called for nomination from the floor, no nomination moved forward.

Molly Cole moved to have the slate approved as presented.

Vote: Approved: All Against: None Abstained: None

Jasmine Hwang moved to have all committee positions approved.

Vote: Approved: All Against: None Abstained: None

11. Honorary Members – No new honorary members
Current Honorary Members: Diane Paley, Mollie Cole, Dr. Sandra Hurst
12. Acknowledgements
13. Adjournment: Meeting closed at 2040 hrs.

AGNA Calgary Chapter Annual Report 2023-2024

Chapter Executive Officers

Chairperson	Jasmine Hwang	Academic Liaison	Dave Patterson
Past Chairperson	Ecaterina Nistor	Project Liaison	Monique Martin-Parent
Chair Elect	Vacant	Membership	Diane Paley
Secretary	Justine Murray	Social	Olivia Lewis
Treasurer	Jeanne Harker	Technology	Anndrea Vogt
Education	Sandra Stone/ Illavarasi Gajendran	Member at Large	Vacant

As the year 2023-2024 comes to a close, the Calgary Chapter of Alberta Gerontological Nurses Association (AGNA) executive team is thrilled to share with you our annual report, highlighting various chapter activities and plans for the upcoming year. This past year, with the 2023 annual general meeting (AGM) as a starting point, we have hosted a mix of in-person and virtual events to promote membership, reconnection, and continued competency (see below). To promote gerontological nursing to our future nurses, we have promoted all our educational sessions to students at no charge.

- November 15, 2023 – *“An overview of arts-based health interventions for seniors living with dementia”* presented virtually by Julie Burns, RN, BN, IBCLC, CCHN(C)
- December 6, 2023 – *“A dementia-friendly environment quality improvement project”* presented virtually by Martha Neguse, RN, BN, MN, GNC(C) and Carol Truong, RT.
*We appreciate Anndrea Vogt for creating beautiful posters for all these events.
- February 22, 2024 – *“Understanding dementia”* presented in person by Lori Randall, RPN, BScPN at the Faculty of Nursing, University of Calgary. *We extend our heartfelt gratitude to Dr. Sandra Davidson, Nursing Dean, for sponsoring the beautiful space, and Dave Patterson for all the groundwork behind the scenes.
- April 17, 2024 – *“Digital transformation and connect care”* presented in person and virtual by Bev Rhodes, RN, MSN, CPHIMS-CA, FHIMSS, Executive Director -Connect Care Clinical Operations, AHS. *Calgary chapter of AGNA co-hosted the event in collaboration with Provincial AGNA and Alberta Association on Gerontology.

The highlight of this year for us was the Provincial Education Day that took place in Red Deer. After the long stretch of the pandemic, it brought members together from all over Alberta, to celebrate AGNA’s belated 40th anniversary (2023 was our 42nd year) and our achievements thus far. We thank the provincial board and the Red Deer chapter for hosting such an amazing event.

As we reflect on our journey, we are immensely grateful for Kelly Baskerville (AGNA president, but also our past, past chairperson who makes a presence in all our activities), Ecaterina Nistor (past chairperson, who oversees chapter activities and provides guidance), and Sandra Stone



(past education officer, who had been heavily involved in AGNA in many ways but especially study group, over countless years) for their dedication, passion, and generosity. We are proud to announce that, at the 2023 AGM, we welcomed Dave Patterson, Ilavarasi Gajendran, Diane Paley (returning), Olivia Lewis, and Anndrea Vogt as our new executive members. As our current chairperson's and treasurer's terms end with this year, we would be pleased to fill these positions, including chair-elect.

The Calgary chapter of AGNA continues to offer study groups for gerontological nurses. This January, we held an information session on the study group; however, with only a few attendees less than 5, the study group for this spring was unfeasible. However, we are also aware that the study group is in demand, as some expressed interest in joining the study group afterwards, but beyond our target schedule. With these nurses, we shared study resources and invited them to one-on-one mentorship. For the coming fall, we plan to advertise more aggressively to reach nurses timely. We continue to support our members' gerontological competency through financial incentives. We offer \$300 reimbursement for the initial certification (for 2 RNs and 2 LPNs) and \$150 reimbursement for successful certification renewal (for 2 RNs and 2 LPNs).

Over the past years, CGNA membership has decreased in all provinces, including Alberta. According to the 2024 February update, our membership sits at 84. Nonetheless, AGNA remains one of the strongest provincial/territorial organizations. We commit to serving our membership through various education/network events, study groups, and partial financial reimbursement for CNA certificates. Our major discussions/plans for the rest of this year and the upcoming year will be around the efficacious use of the chapter funds to support provincial and chapter initiatives, such as sponsoring attendance at national and local conferences, educational, and networking events and supporting AGNA's new web presence project. As of March 31, 2024, bank account funds to date remain at \$11,416.75. We appreciate Jeanne Harker for your thorough and diligent bookkeeping, and Dominika Barefoot and Olivia Lewis for volunteering in the finance audits. Last but not least, we appreciate Justine Murray, Ilavarashi Gajendran, Monique Martin-Parent, Diane Paley, and Olivia Lewis for all your contributions that may be invisible, yet central to all we do. Thank-you!

In conclusion, our annual report showcases not only our accomplishments but also our unwavering passion for our nurse colleagues and future gerontological nurses. We strongly encourage our members to get involved in chapter activities as we are better and stronger together in our mission to support older adults and their caregivers and create a more caring, compassionate, and inclusive community in which all are celebrated.

Warm regards,

Jasmine Hwang, Calgary chapter chair
& Calgary chapter executive members