

## **AGM November 6, 2010**

Radisson Hotel, Saskatoon

**Attendance** is recorded and filed at the SAVT office.

Meeting called to order at 12:35 pm.

Agenda amended, changed date to November 6th 2010.

Deneille Noble approved agenda, Susan Cadrin seconded. Motion Carried

The minutes were read from November 14, 2009 AGM.

Sue Johnson approved the minutes, seconded by Annette Lorenz. Motion Carried.

### **First call for nominations:**

Kristen Neufeld – member at large.

Patricia Perrin- member at large

Deneille Noble- secretary

Jane Rathgebar-financial Officer

No nominations for president elect

### **Presidents Report-** Tamara McLoughlin

We got a lot of things accomplished this term. The green book I referred to was thoroughly revamped and updated. We updated policies, SOPs and some bylaws which we will be voting on today. Some files in the book were dated as far back as 2005 so we've put some policies in place to ensure that these do not go so long without being updated again.

A wage survey was completed and the results released for 2010. We hope to do another survey in a couple of years. Thank you to everyone who took the time to answer the survey. I know it was a little confusing since we had a SIAST survey going on at the same time but we still had about two thirds of our membership complete it. Thank you so much!

I would like to thank the entire executive for their hard work this year: Nadine Schueller, Karen Laventure, Amy Neudorf, Chrissie Engel and Amanda Shea. A big thank you to Amy Neudorf for the organizing the new clothing we are selling at the SAVT booth.

I would like to extend an invitation to lunch on Sunday to everyone on the new board as a chance for them to meet each other before our first conference call.

### **Financial Report-**Nadine Schueller

Please see attached sheets. [SAVT Review Engagement](#) [Financial Statement](#)

Motion made by Paula Mason to approve the 2009-2010 financial statement and budget, seconded by Melanie Wiens. Motion carried.

Motion made that we do not pursue an external audit and have the financial books reviewed by an active member made by

Deneille Noble, seconded by Collette Schick, motion carried.

### **Second call for nominations**

Melanie Weiss-President elect

### **CAAHTT Report-**Chrissie Engel

My name is Chrissie Engel and this is my second year as your provinces representative on our national Vet Tech board, the Canadian Association of Animal Health Technologists and Technicians, often known as CAAHTT.

On July 5 and 6 I attended the CAAHTT Board of Directors Annual General meeting in Calgary AB where many plans and changes for the upcoming year were worked on. One of these things was the voting in of a new president, Darcie Steffler. We are very appreciative of all the hard work and dedication our out-going president, Michele Moroz, has done for CAAHTT and appreciate her continued advice and knowledge since she is just a phone call away!

It was decided not to increase membership fees for the 2010 year; it will stay at \$20. In 2012 we will increase it to \$22 (due Jan 1/12). We would like to increase the membership by \$2 every 2 years to help get our national board to a point where we will have the funding to do more for the vet tech profession.

I'm sure you' all noticed the Tech Life magazines coming out to with your newsletters. This is the Canadian produced journal made specifically for all of us as CAAHTT members.

A problem that has arisen with TechLife is that CAAHTT is not getting the sponsorship that was expected. A lot of industry members sponsor TechNews which is OAVT produced. Sponsors are told by OAVT that this is going to "x" number of national vet techs. Therefore OAVT receives the sponsorship instead of Tech Life. We encourage all of you as CAAHTT members to bring your Tech Life to work and showcase it to your employers as well as industry reps to raise awareness that it is Tech LIFE that is being published and distributed to all CAAHTT members across Canada. Hopefully the more we promote this the more our per issue rates will decrease which will in turn help our provincial budget and keep your membership costs as low as possible.

TechLife is an excellent way to showcase our profession so by promoting TechLife we are in fact promoting ourselves as Vet Techs!

At the AGM we also talked about what CAAHTT's goals are for the next year. Our #1 goal as always is to get more recognition for the vet tech profession, from our members and from the general public. We're also continuing with our goal to create more continuity within our provincial associations, and to continue to communicate amongst the provinces so that we can learn and grow from each other's mistakes. A united front between our province and our member provinces will put a national face on our profession.

### **Third call for nominations**

#### **Old business**

SAVT donates \$100 to a charity every year as voted on by the members at every agm. New Hope Dog Rescue and the MS Society ( in Sandy Hass's Name ) were nominated. As per a vote the MS Society was selected.

#### **New Business**

The OA position has become a full time position due to increased membership and more services for members. As such Nadine Schueller will become the full time OA December 1, 2010.

#### **Proposed Bylaw Changes-**

#### **ARTICLE II – DEFINITIONS**

**2.1** Board of Directors, Board, or Directors - the elected or appointed Board of Directors

**2.2** Officers – The members of the Board of Directors and ex-officio members of the board

#### **ARTICLE IV - OBLIGATION TO THE ASSOCIATION**

1. It is the duty of the member to reply promptly to all correspondence from the Association.
2. A breach of the Code of Ethics is deemed to be conduct injurious to the objectives of the Association.
3. A breach of this Code will result in a reprimand, fine or termination of membership.
4. The non-payment of a fine is deemed to be conduct injurious to the objectives of the Association.
5. The non-payment of annual dues as outlined in Article ~~4.9~~ 5.11 shall result in termination of active membership and removal from the register.

#### **ARTICLE V – MEMBERSHIP**

**5.1** The Board of Directors shall approve or disapprove all membership applications either: Active, Associate, Temporary, Student or Honorary.

#### **5.2 Active Membership**

**5.2.1** Active Membership may be granted to an individual who:

(a) submits proof of graduation from a formal course of study in Animal Health Technology/Veterinary Technology as approved by the Board; or if applicable, has obtained a certificate of completion from the NAIT AHT/VT Equivalency Assessment Service; and

(b) presently resides in Saskatchewan, or who resides outside the province of Saskatchewan but is employed in the animal health and care industry in the province of Saskatchewan; and

(c) submits written acceptance of the Association Code of Ethics; and

(d) pays the prescribed fees, and

(e) ~~Passes the national exam as approved by CAAHTT, and/or at the discretion of the Board of Directors, successfully submits to an evaluation interview.~~

(f) Application for membership must be completed within six months of writing the examination. If not completed after six months, the stages of application for membership must be repeated

### 5.3 Temporary Membership

5.3.1 Temporary Membership may be granted to an individual who:

(a) Is a graduate of an accredited Animal Health Technology/Veterinary Technology program or if applicable, has obtained a certificate of completion from the NAIT AHT/VT Equivalency Assessment Service; and is pending the writing of; or confirmation of results of, the national exam as approved by CAAHTT; and

### 5.4 Associate Membership

~~5.4.1 An Associate Member shall enjoy the rights and privileges of active membership, except the granting of the right and license to practice as a Veterinary Technologist in Saskatchewan and the right to vote in any proceedings of the Association, to hold office in the Association and the right to obtain support from the Association in any legal action which may be brought against him or which may appear likely to be brought against him.~~

5.4.2 .1 Associate Membership may be granted to an individual who:

(a) does not meet the requirements of active membership; and

(b) submits written acceptance of the Code of Ethics; and

(c) pays the prescribed fees.

5.4.2 An Associate Membership will be granted at the discretion of the Board of Directors. An Associate Member will be kept current on SAVT activities, but does not have the right or license to practice as a Veterinary Technologist in Saskatchewan. They do not have the right to vote in any proceedings of the Association, to hold office in the Association nor the right to obtain support from the Association in any legal action which may be brought against them or which may appear likely to be brought against them.

5.4.3 Within 0–2 years of non-Active membership an Associate Member who has previously been Active may transfer back to Active Membership:

(a) upon completion of all requirements of Mandatory Continuing Education for each year absent from Active Membership and/or at the discretion of the Board of Directors, successfully submits to an evaluation interview

(b) meets the requirements of Active Membership as defined in by-law 5.2

5.4.3.1 After 2 years of non-Active membership an Associate Member who has previously been Active may transfer back to Active Membership:

(a) upon re-writing and passing the national registration exam as approved by CAAHTT; and

(b) upon meeting the requirements of Active Membership as defined in by-law 5.2

### 5.5 Student Membership

**5.5.1** ~~Associate Student~~ Membership may be granted to an individual who:

- (a) is currently a student in an approved Animal Health Technology/Veterinary Technology program; and
- (b) submits written acceptance of the Code of Ethics; and
- (c) pays the prescribed fees.

**5.5.2** ~~An Associate Student Member shall enjoy the rights and privileges of active membership, except the granting of the A Student Membership will be granted at the discretion of the Board of Directors. A Student Member will be kept current on SAVT activities, but does not have the right and license to practice as a Veterinary Technologist in Saskatchewan. They do not have the right to vote in any proceedings of the Association, to hold office in the Association nor the right to obtain support from the Association in any legal action which may be brought against them or which may appear likely to be brought against them.~~

## **5.11 Dues and Fees**

**5.11.1** The membership fees for of all categories of Members will increase automatically by 3% each year and shall be due on January 1st of each year.

**5.11.2** Any Member, who does not pay their fees within sixty (60) days of the first of January of each year, shall automatically cease to be a member of the Association. But any such member may on payment of all unpaid dues or fees, be reinstated upon approval of the Board of Directors.

**5.11.3** The membership fees for Associate Student Members will increase automatically by 3% of the prescribed fee each year and the term shall be September 1–August 30.

## **6.2 CAAHTT Directors**

Two members will be appointed to the Canadian Association of Animal Health Technologists and Technicians Board. ~~\*deleted as CAAHTT directors will be changed to ex-officio members further down in the bylaws.~~

### **6.3.2 Election of Board of Directors**

### **6.4 Termination, Board of Directors**

**6.4. 3.1** Directors and Officer of the Board must attend 75% of all scheduled meetings within a (12) month period unless excused for reasonable cause. Failure to comply will result in automatic removal from office. If extensive illness hinders a Director to the point that they cannot complete their duties of office, they will resign.

### **6.5 Vacancies, Board of Directors**

### **6.6 Quorum and Meetings, Board of Directors Points changed to 6.6.1–6.6.5**

### **6.7 Error in Notice, Board of Directors**

### **6.8 Voting, Board of Directors**

### **6.9 Powers, Board of Directors Points underneath changed to 6.9.1 – 6.9.3**

### **6.10 Remuneration of Directors**

## **7.5 Duties of the CAAHTT Directors**

~~7.5.1 CAAHTT Directors will serve to represent the SAVT on the CAAHTT Board. They will follow the job description set out by the SAVT and CAAHTT. They are expected to serve in an active role on the national level.~~

**7.5.1** The Financial Officer will oversee the financial books and records of the Association.

### **7.6.5 Duties of the Financial Officer**

## **7.7.6 Duties of the Members-at-Large**

**7.6.1** The Members-at-Large will assist the Board of Directors with projects.

## **7.7 Terms and Duties of the CAAHTT Directors**

**7.7.1** CAAHTT Directors will serve to represent the SAVT on the CAAHTT Board. They will follow the job description set out by the SAVT and CAAHTT. They are expected to serve in an active role on the national level.

**7.7.2** The CAAHTT Director's role as an Officer of the SAVT Board of Directors is to be the liaison between SAVT and CAAHTT. A CAAHTT Director will be required to give a report at each SAVT Board of Directors meeting.

**7.7.3** Two members will be appointed to the Canadian Association of Animal Health Technologists and Technicians (CAAHTT) Board by the SAVT Board of Directors. The CAAHTT Directors will each serve a three (3) year term commencing on June 1 following appointment.

**7.7.4** The CAAHTT Directors will serve on the CAAHTT Board no more than the two (2), three (3) year terms; they may aspire to the same office after being absent from office for one full term.

## **7.8 Terms and Duties of the Conference Chair**

**7.8.1** The conference chair will serve a one (1) year term. The conference chair may serve multiple consecutive terms.

**7.8.2** The conference chair will preside over conference committee meetings. They will be responsible for tasks as outlined in the conference committee SOP manual. They will be in contact with the Office Administrator regarding financial aspects of the conference. They will provide an update on the conference committee activities at each meeting of the SAVT Board of Directors.

Proposed bylaw changes were discussed. There were many questions and concerns and as such a motion was made by Lois Ridgeway and seconded by Peggy Nelles that the bylaw change for 5.4 be put to an advisory committee.

Motion made by Bernice Ruff to approve bylaws (except 5.4) as presented, motion seconded by Colette Schick. Motion carried.

Door prizes were drawn. Prize draw slips saved to be used as attendance for AGM.

**Motion made to adjourn the meeting at 1:36 pm.**