

**CCPA CC Chapter
Annual General Meeting (Virtual)
June 8th, 2016 6:00PM EST**

Minutes

Attendees: Jessica Isenor (President & Meeting Chair), Eva Chow, Lori Cohen, Teresa Francis, Mark Franklin, Gerry Goodine, Kim Hollihan, Rebecca Hudson-Breen, Danni Lei, Susan McKay, Judith MacKinnon, Dawn Schell, Erin Smith, Jon Woodend.

1. Welcome & Call to Order

- President Jessica Isenor called the meeting to order and welcomed those in attendance to the first ever virtual AGM for the Career Counsellors Chapter and hosted by CCPA (Karina Albert).
- The first of a number of polls using the Adobe system was conducted of those in attendance. The first poll was regarding those who were members of the Chapter to determine voting rights.
- The procedure for asking questions was then explained.
- The 2015-16 executive members were introduced.

2. Motion to approve the agenda (Moved by: Dawn Schell; Seconded by Mark Franklin)

- Jessica reviewed the agenda and this was then approved as presented.

3. Motion to approve the minutes from 2015 AGM (Moved by: Mark Franklin; Seconded by: Dawn Schell)

- Minutes approved as presented
 - *After the meeting member Roberta Neault (via email) noted an error in the 2015 AGM minutes

4. President's Annual Report (Moved by: Kim Hollihan; Seconded by: Mark Franklin)

- The report was approved.
- President Jessica Isenor presented highlights of the report which is attached and was made available prior to and during the AGM. Also included in her report were the financial, social media, etc.
- Arising out of the response to items in the report were the following:
 - Jessica asked for suggestions to the in-coming executive regarding Canada Career Month participation
 - Mark Franklin who is involved in the Career Month planning suggested that the Chapter participate as a partner with the planning group.
 - Jessica offered that the Chapter was planning to continue with its social events for Cannexus and the CCPA Annual Conference.
 - Chapter members were encouraged to apply or have others apply for the Practitioners Research Grant.
 - Members not receiving the communique were encouraged to contact Karina at CCPA.
 - Dawn Schell, Danni Lei, & Jon Woodend were all acknowledged for their work on the Chapter's social media sites.
 - Jessica requested feedback on the "welcome letters" initiative.
 - Mark offered to help Chapter with partnership initiatives with NCDCA by connecting with them while in attendance at their conference.

- Member Jose Domene has taken over for Jessica on the APCDA Board and contributes to their newsletter regarding Canadian career development initiatives.
- Jessica acknowledged departing executive members Gerry Goodine (8 years of service on the Chapter Executive), and Danni Lei & Jon Woodend (for their tremendous work on growing the social media sites).

5. Treasurer's Report (Jo-Anne):

- In Jo-Anne Wilment's absence, Jessica presented highlights of the Treasurer's Report which was included as part of the President's Report.
- The balance was seen as essentially stable over the last few years and in good standing.

6. New Business

- No new business

7. Elections for Executive Positions

- The slate of nominees for the Chapter executive was presented
- Executive Officers Slate/Nominations for the next term
 President: Teresa Francis
 President Elect: Rebecca Hudson-Breen
 Past President: Jessica Isenor
 Treasurer: Jo-Anne Willment
 Members at Large: Dawn Schell, Jen Davies, Judith McKinnon
- As a call for nominations had been made 4 times previously with no further nominations, a vote was undertaken to support the election of the slate as presented, by acclamation. The vote was supported. The above nominees were thus confirmed as the new executive for 2016-17.

8. Good Faith Motion

- A good faith motion was moved by Kim Hollihan and seconded by Teresa Francis.
- A poll supported the motion.

9. Member Poll on Chapter Priorities

- A poll was conducted to assess priorities on items presented by Jessica
- Priorities presented included those on a Chapter pre-conference workshop proposal, new research projects, career month participation, social events for Chapter members, career counselling advocacy, and other.
- Jessica encouraged members to email their follow up on priorities.
- A poll was conducted regarding future AGM's with Jessica reporting that there was a split between on-site at conference AGM and virtual AGM.
- A poll was conducted regarding communication with the Chapter membership and most appeared to be using the social media sites for articles on career development issues.

10. Motion to end meeting

- Jessica adjourned the meeting.

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