

**CCPA Career Counsellors Chapter
Annual General Meeting
May 11, 2018, 16:45
Winnipeg, MB**

1. **Welcome and Call to Order:** Teresa Francis

Connie Covey to take Minutes for the meeting. Attendance sheet circulated.

2. **Introductions.** List of those in attendance: Roberta Neault, Janice Graham-Migel, Mark Franklin, Neil Baldwin, Riz Ibrahim, Craig White. Executive members in attendance: Teresa Francis, Rebecca Hudson Breen, Dawn Schell, Connie Covey.

3. **Motion to accept the agenda.** Teresa Francis reviewed agenda.
Moved: Roberta Neault
Seconded: Neil Baldwin
Motion to accept the agenda passed.

4. **Approval of 2017 Minutes.** Minutes from the 2017 CCPA Career Counsellors Chapter were circulated and several minutes were allowed for these to be reviewed. No errors or omissions noted.
Motion for approval of minutes.
Motion: Rebecca Hudson Breen
Seconded: Dawn Schell
Motion carried.

5. **President's Report 2018.**
Copies of the report were provided to members.

Teresa Francis reviewed highlights of her president's report with sub-committee reports attached:

- Membership numbers have been cycling up and down, and currently down. Currently at 218 members as of May 2018.
- Executive met monthly with 11 teleconferences. For communications and member outreach, active on social media including Twitter, Chapter blog, LinkedIn and Facebook with good followership from Canada, US, France, and Brazil.
- The Career Counsellor's Chapter Practitioner Grant for practice-based research awarded to Roberta Neault
- Three priorities for the chapter: Participation and promotion in Canada Career Month, Membership survey (40 responses received), issues paper to CCPA on Career Counselling and Mental Health.
- Conference activities: Chapter president sits on the board of the 3CD, and two executive members on 3CD working group, 18 people attended the chapter dinner at Cannexus, also presented on Career & Mental Health at Cannexus, wrote letter of support for a

proposal to review and revise the Canadian Standards and Guidelines for Career Development Practitioners, and two chapter members participated in a TV interview.

- Special thanks to Jo-Anne Willment and Jessica Isenor for their years of service to the chapter.
- Thanks were offered by several members to Teresa Francis for her work as President.

Motion to accept report.

Moved: Neil Baldwin

Seconded: Janice Graham-Migel

Motion to accept report carried.

6. **Treasurer's report.** Teresa Francis presented treasurers report on behalf of Jo-Anne Willment, including the in-depth budget analysis that was completed this year. Chapter finances remain stable.

Motion to accept Treasurers report

Moved: Roberta Neault

Seconded: Neil Baldwin

Motion carried.

7. **Notice of Motion. The following motion was put forward: Be it resolved that the the CCPA Career Counsellors Chapter** continue to offer the Practitioner Grant for Practice-Based Research on a competitive basis, biannually as Chapter finances and resources allow. The grant is intended to encourage future contributions to the career counselling field.

Moved: Rebecca Hudson Breen

Seconded: Mark Franklin

Motion carried.

8. **Confirm executive members for 2018-2019**

Teresa Francis presented nominations to the Career Counsellors Chapter Executive:

President: Rebecca Hudson Breen (**Signing officer**)

President-Elect: Dawn Schell (**Signing officer**)

Past-President: Teresa Francis

Treasurer: Jen Davies (**Signing officer**)

Member at Large: Judith MacKinnon

Member at Large: Lauren Wallis

Member at Large: Connie Covey

Motion to accept slate of executive members as presented.

Moved: Neil Baldwin

Seconded: Janice Graham-Migel

Motion carried.

9. **Presentation:** Mark Franklin presented on his research project, “Narrative Career Counselling: One Session Outcome and Impact Study.” Mark Franklin’s project was the first study awarded the Practitioner Research Grant by the Chapter.
10. **Member Survey.** Teresa Francis and Rebecca Hudson Breen provided an overview of the membership survey results. A version of this slideshow will be made available on the Chapter website.
11. **Survey Prize Draw.** Those who participated in the survey had the option of entering their name for their CCPA annual fees to be paid. The prize winner’s name was drawn at the AGM. Jeanette Hung was the recipient.
12. **Motion of Good Faith.** Based on the information presented, Teresa Francis requested a Motion of Good Faith (that the executive actions were done in good faith in the past year).
Moved: Neil Baldwin
Seconded: Mark Franklin
13. **Motion to Adjourn.** Mark Franklin moved to adjourn.

Respectfully submitted:
Connie Covey
May 2018