



CCHA

ANNUAL GENERAL MEETING

MINUTES

June 24, 2020
8:00-9:30pm ET
Teleconference

Attendees:	Allan Weatherall (Executive Director), Krista Vriend (President), Jennifer Graham (Vice President), Robbyn McLellan (Treasurer), Jennifer Michaud (Secretary), Christelle Roy, Laura Philippe, Bengy Mercier, Sarah McMillan, Karen LeComte, Meaghan Sharp,
	Jacey Hughes, Anna Bailie, Lauren Rea, Jennifer Rade (Accountant), Jasmine Grewal (PAB), Erwin Oechslin (PAB)
Secretary:	Jennifer Michaud (call recorded)

MINUTES

1. Welcome – Krista Vriend

- Call to Order
- Quorum Established
- Appointment of Recording Secretary:
 - Jennifer Michaud
- Proof of Notice of Meeting
 - Provided on website and through emails to membership 30 days prior to AGM being called, along with nominations

2. Presidents Report – Krista Vriend

- Mission, Vision and Value Statement reminder
- 2019
 - Beat Retreat to rejoin CCHA
 - Focused BR donations can now be made through CCHA for charitable tax receipts
 - Will be migrating all comms and online presence under CCHA umbrella
 - Due to COVID-19, Beat Retreat 2020 will be virtual
 - CHD Awareness Week and Heart Month
 - Faces of CHD Campaign
 - 14 stories featured
 - High engagement: Reach over 5500 and Engagement of 1100 all through organic
 - Continuing research and advocacy
 - 2 collaborative papers with Ryerson University
 - CCHA invited to join newly established Canadian Research Network for Adult Congenital Heart Disease Interventions (CRN-ACHDi)
 - 2020 Collaborative paper with CHEO RI Halo group
 - Physical Activity Toolkit
 - Recruitment for study in Ottawa and London is complete, but Edmonton was delayed due to pandemic – expected completion is June 2021
- 2020
 - Partnerships with other CHD focused organizations
 - Heart & Stroke

- Fondation en Coeur
- Braveheart Support Society
- iHeartChange
- Global ARCH
- o CHD awareness week and Heart Month
 - Tip sheet and new Transition website resource
 - High engagement: Over 14K reach
- o COVID 19 awareness and CHD impact
 - Co-authored and designed two COVID-19 and CHD publications/infographics
- o Revisit CCHA strategy
 - COVID-19 pandemic has shifted focus and outlook for CCHA, creating the need to revisit our 3-year strategy and determine how we need to pivot in new environment
 - Current needs
 - Shifting needs of members
 - Work to endure diversity and inclusion are represented across organization
 - Fuller engagement of professional advisory board

3. Executive Directors Report – Allan Weatherall

- Administration
 - o Liaise with CCHA chapters
 - o Continue to build relationships with various organizations:
 - Peter Munk Foundation, Health Partners, Genetic Discrimination Act, PEMS “Lost to Care” CHD movie, Riipen, Children’s Healthcare Canada, McMaster University – Childhood disability research
- Media
 - o Government – connected with MPs in House of Commons, statement for CHD Awareness during Heart Month
 - o Media – interviews with radio stations in ON, 3 PSAs developed with Joe Bowen on radio
 - o Ongoing outreach and communication with various media channels
- Fundraising
 - o Grant Advance and received free membership for one year
 - o Received 1-year RBC Future Launch Grant funding for Riipen
 - o Connected with Telus
 - o Several large donations and fundraisers (Celtic Football Club Toronto, other fundraisers)
 - o Continue to contact Foundations
 - o Continue to monitor donations and send thank you letters
- Chapter Reports
 - o London Chapter
 - City Hall list in red for CHD awareness week
 - Support meetings – want to use skype
 - Looking to establish permanent signs in London
 - o Eastern Ontario Chapter
 - Struggling to meet
 - Looking at options to restart Chapter and activities

4. 2019 AGM Minutes – Krista Vriend

- Minutes posted on CCHA website June 23, 2020 for review
- Quorum established
- *Motion to approve 2019 AGM Meeting Minutes. Moved by Jennifer Michaud, seconded by Allan Weatherall. All in favour – approved.*

5. CCHA Financial Report – Robbyn McLellan

- 2019 Financial Overview reviewed – audited statements were uploaded to website on June 23, 2020 for review.
- Board decided to do Notice to Reader rather than Full Audit (due to financial constraints)
 - Appointment of Accountant: Jennifer Rade Chartered Professional Accountant
 - Completed CCHA Notice to Reader Financial Statements 2019
- *Motion to approve Jennifer Rade as accountant for CCHA 2020 fiscal year. Moved by Christelle Roy, seconded by Jennifer Graham. All in favour – approved.*
- *Motion to approve allowance of Board to decide closer to end of fiscal whether we should complete a full audit or a notice to reader, and to allow Jennifer Rade to be auditor. Moved by Laura Philippe, seconded by Allan Weatherall. All in favour – approved.*
- *Motion to approve 2019 Notice to Reader Financial Statements. Moved by Jennifer Graham, seconded by Karen LeComte. All in favour – approved.*

6. CCHA Board Elections – Jennifer Graham

- Review of Application process (notice posted May 26, 2020; applications due June 5, 2020; notice posted on website, social media and emailed to members).
- Four open board positions
 - Krista Vriend is not renewing
 - Meaghan Sharpe is renewing
 - Bengy Mercier is interim replacement
 - One open position
- Review of preferred skills, mandatory criteria and other factors considered
- Interview committee composed of Executive Director (Allan Weatherall) and two board members (Krista Vriend, Robbyn McLellan)
- 4 applicants, 4 interviewed
 - Credentials of short-listed candidates reviewed:
 - Anna Bailie
 - Lauren Rea
 - Jacey Hughes (Honorary)
 - Returning Board Members:
 - Meaghan Sharpe
 - Bengy Mercier
- Elections
 - Meaghan Sharpe (to be re-elected)
 - *Motion to re-elect Meaghan to the Board of Directors. Moved by Robbyn McLellan, seconded by Krista Vriend. All in favour – approved.*
 - Bengy Mercier (to be re-elected)
 - *Motion to re-elect Bengy to the Board of Directors. Moved by Karen LeComte, seconded by Robbyn McLellan. All in favour – approved.*
 - Anna Bailie (to be elected)
 - *Motion to elect Anna to the Board of Directors. Moved by Jennifer Michaud, seconded by Sarah McMillan. All in favour – approved.*
 - Lauren Rea (to be elected)
 - *Motion to elect Lauren to the Board of Directors. Moved by Jasmine Grewal, seconded by Laura Philippe. All in favour – approved.*
 - Jacey Hughes (to be elected – honorary member)

- *Motion to elect Jacey to the Board of Directors. Moved by Krista Vriend, seconded by Sarah McMillan. All in favour – approved.*

7. New Business – Open

- o Jennifer Graham: on behalf of the Board, Jennifer acknowledges Krista Vriend's 6 years of service, with last 4 as the Board president.

8. Adjourn

- o *Motion to adjourn meeting. Moved by Laura Philippe, seconded by Jasmine Grewal. All in favour – approved. Adjourn at 8:53pm ET.*

Approved: July 8, 2020