

**Newfoundland and Labrador Branch
Canadian Society of Hospital Pharmacists
Annual General Meeting
Holiday Inn
St.John's, NL
September 12, 2003**

In attendance:

Kristi Parmiter
Lisa Bishop
Linda Hensman
Debbie Kelly
Kimberley Duggan
Barbara Thomas
Dave Smith

Brad Payne
Ken Walsh
Ted Dawe
Leslie Phillips
Pamela Rudkin
Angie Payne
Elizabeth Reelis

1.0 Call to Order/Adoption of minutes

Following a call to order by President L. Bishop, the minutes of the Semi-Annual Meeting of May 15, 2003 were adopted by B.Thomas and seconded by D.Smith.

2.0 New Business

2.1 President's Report - seconded by P.Rudkin, L.Bishop's report highlighted activities of the Branch over the past year. Of most significance was the recent hosting of the National CSHP Annual General Meeting in August of this year. Feedback on the conference throughout the Country has been very positive. Also garnering much discussion was the proposed partnership between our Branch and PANL. Details of the partnership were shared along with the likely benefits to both Organizations. Ensuing discussion centered around some of the issues and challenges of ensuring quality continuing education throughout the province. Members were urged to support the proposed fee increase through NphA and PANL Lisa also acknowledged the financial contributions made to the Branch from Industry that supports much of our activities and programs. aaa

2.2 Delegate Report - B.Thomas, as outgoing Delegate, gave the report on behalf of herself and K.Parmiter, incoming Delegate. B.Thomas updated members on the financial status of the Society as well as the work of the Governance Task Force noting the extension of completion of Phase 2 of the report to December. Given that this is the portion of the review that will focus on National-Branch linkages, members were encouraged to participate in these discussions as requested. A brief review of the recent Strategic Planning session in August where the Mission Statement, Core Values were

reassessed and the new Vision 2006 was crafted. B. Thomas expressed her appreciation for the opportunity to serve as Delegate and encouraged members to support K.Parmiter as Delegate. Her report was seconded by B.Payne.

2.3 Treasurer's Report - In C.Dillon's absence, L.Bishop gave the Treasurer's report which was seconded by L.Phillips.

2.4 Nominations Committee Report - In S.Edwards' absence L.Bishop also gave the Nomination's Committee report for Scott. K.Parmiter has accepted Delegate position for 2003-2006. The report was seconded by L.Hensman.

2.5 Newsletter Committee - A.Payne updated members on Branch Out publications with a new edition coming out soon. Discussion on content of the newsletter highlighted the need for across the province input. It was suggested that a student member could be invited to assist with Branch Out. L.Phillips discussed how final year students are required to do a newsletter submission as part of clerkship and that some of these can be used for publication in Branch Out. Angie's report was seconded by P.Rudkin.

2.6 Website Committee Report - D.Smith's report, seconded by D.Kelly, gave an update on the usership of the website over the past year. He also gave a brief update on content of the website as well as various links that may be helpful to members.

2.7 Membership Committee Report - K.Duggan gave the report on behalf of the Committee which was seconded by D.Kelly. Changes in the membership committee were identified with Stephanie Young and Ryan Snelgrove (student member) joining the committee. Given the close liaison between the Branch and Memorial students, the addition of a student member was viewed as a very beneficial addition. Membership is now up to 102 members up from 88 the previous year. Increases in both active and student member numbers were noted. The steady increase in active members of the years was highlighted as being very positive. There are now members throughout all geographic areas of the province. Changes to the Apotex/CSHP Newfoundland and Labrador Branch Book Award were addressed due to the escalating costs of books and increased member base. Despite a lower dollar value for student texts being offered this year, greater student involvement in selection has yielded a choice that was very favourable for students and manageable for the Branch in terms of cost. G.Pike, despite leaving the Committee, has graciously offered to continue to be the liaison with Apotex on this very worthwhile program.

2.8 Education Committee Report - E. Reelis gave her report that was seconded by K.Parmiter. Including the Research and Education Workshop led by D.Kelly, six continuing education events were held this past year. The addition of C.Dillon to the Committee was noted. Elizabeth thanked our industry sponsors of the various continuing education events for their support.

2.9 Awards Committee Report - B.Thomas gave the report on behalf of the Committee. Recipient of the Apotex/PPC Travel Grant for 2003 was Rosalie Snow, Carbonear. The

Eli Lilly Travel Grant for AGM was divided this year given that the AGM was in St.John's. Recipient of the 3 day complementary registration (given to a member from outside St.John's) was John Bautista. Recipients of the shared membership (one day each given to members in St.John's) were Bernadette Johnson, Dave Smith and Bud Jenkins. Recipient of the Branch Past President Award was Lisa Bishop. The report was seconded by K Duggan.

2.10 AGM 2003 Host Committee Report- Highlights of our first AGM were shared by co-chair Lisa Bishop. Lisa thanked all members of the Committee for their efforts on behalf of herself and fellow co-chair Heather Ryan. The Committee was commended for the huge success of AGM 03 by members in attendance. The AGM 2003 Host Committee report was seconded by L.Phillips.

2.11 Past President's Award - On behalf of the Awards Committee, B. Thomas presented the Past President Award to Lisa Bishop in recognition of outstanding leadership during her term as President.

3.0 Other Business - Member Brad Payne was congratulated and wished much success as Incoming President of the Pharmacist's Association of Newfoundland and Labrador.

Being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Barbara Thomas
(for Scott Edwards
Secretary)
Newfoundland and Labrador Branch
Canadian Society of Hospital Pharmacists