

**Canadian Society of Hospital Pharmacists  
Newfoundland and Labrador Branch**

**SEMI-ANNUAL GENERAL MEETING**

**May 15, 2003**

**7:30 p.m.**

Present:

Dr. L. Hensman	Ms. L. Bishop
Ms. C. Dillon	Ms. S. Young
Ms. G. Pike	Mr. R. Snelgrove
Ms. T. Olsson	Mr. D. Smith
Mr. J. Hawboldt	Mr. S. Layman
Ms. K. Hanrahan	Ms. B. Thomas
Ms. A. Payne	Ms. E. Reelis
Ms. T. O'Brien	Mr. P. Bambrick

Ms. Bishop recognized the financial contribution of Leo Pharma to support the semi-Annual General Meeting.

**1.0 Adoption of the Minutes of the Annual General Meeting - September 14, 2002**

The minutes of the Annual General Meeting held on September 14, 2002 were adopted on a motion by Dr. L. Hensman and seconded by Ms. B. Thomas.

**2.0 New Business**

**2.1 President's Report**

Ms. L. Bishop presented the President's Report and highlighted relevant sections. She encouraged members to become involved in the Annual General Meeting in August. Volunteers for various activities are required. Ms. Bishop deferred discussion of the financial position of the branch until the Treasurer's Report was presented.

Ms. Bishop thanked Ms. E. Reelis and Ms. C. Dillon for their work on CE activities. She expressed appreciation to Mr. D. Smith for his maintenance of the excellent Website. She thanked Ms. A. Payne for her work on the Newsletter.

Ms. B. Thomas was thanked for her work as the sole member of the Nominating Committee. Ms. Bishop encouraged members to become involved in committee work and the Executive.

Ms. Bishop moved the adoption of her report which was seconded by Ms. S. Young.

## 2.2 Delegate's Report

Ms. Thomas reported that the past year had been very busy and challenging with the loss of the Executive Director and changes in staff in the National office. She participated in the governance task force chaired by Tom Paton. A strategic planning session was held at the mid-year council meeting. The vision and mission statements were reviewed and significant changes proposed. Recommendations from the governance task force will be used to assist in the development of the strategic plan.

The society is active in the HRDC pharmacist sector study and the development of position papers.

Ms. Thomas moved adoption of the report and it was seconded by Mr. S. Layman.

## 2.3 Treasurer's Report

Ms. C. Dillon presented the Treasurer's Report. She noted we received only \$1000 from PANL. The report was adopted on a motion by Ms. C. Dillon, seconded by Ms. A. Payne.

## 2.4 Financial Position

Ms. L. Bishop reported that in the past the NPhA provided an educational grant of \$5000 to support the branch. In return, the branch agreed to not charge non-CSHP members for CSHP education sessions. As noted previously, PANL has provided only \$1000 this year. Numerous presentations and meetings have been held between executive members and PANL executive director and Board members. Since there have been delays in an official formation of PANL, it was agreed to approach NPhA again. They recently provided a grant of \$2500.

Mr. J. Hawboldt questioned what would happen to CSHP membership if PANL is officially formed and there is a dramatic increase in membership dues for PANL and NPHA. With such a fee increase it is likely that the Branch will lose members. Ms. Bishop reported that the Executive has made PANL aware of the concerns and proposed various options to support the Branch.

## 2.5 Education Committee

The report of the Education Committee was presented. In discussion, it was suggested that if a grant from PANL is not forthcoming in the future, consideration should be given to re-instituting a fee for for non-CSHP members.

The report of the Education Committee was adopted on a motion by Ms. E. Reelis, seconded by Dr. L. Hensman.

## 2.6 Membership Committee

Ms. Bishop presented the report on behalf of Ms. K. Duggan. It was reported that Ms. G. Pike has resigned from the committee. She was thanked for her work. She agreed to write Apotex for funding support for the books. Ms. S. Young and Ms. M. Turner have agreed to assist the chair. It would be desirable to have a student member to assist with student activities (e.g., info session, residency night). A suggestion was made that Palm Pilot software could be considered in addition to books.

The report was adopted on a motion by Ms. L. Bishop, seconded by Dr. L. Hensman.

## 3.0 Adjournment

There being no further business, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Linda R. Hensman