



***The Canadian Addison Society
La Société Canadienne d'Addison***

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**Minutes of the Annual General Meeting
Saturday, October 1, 2016
Woodstock, Ontario**

The Canadian Addison Society Annual General Meeting was held Saturday, October 1, 2016 at College Avenue Church, 22 Wilson Street, Woodstock Ontario. Approximately 50 people were in attendance. In addition, there was a video link with Director Elizabeth Hill in Saskatchewan.

The Annual General Meeting was called to order at 1:00 Eastern Daylight Time by Rick Burpee, Secretary-Treasurer.

Adoption of Minutes from the 2015 Annual General Meeting

The Minutes of the 2015 AGM were published in the Fall 2015 Newsletter.

The motion to accept the minutes was duly nominated, seconded and approved by a show of hands.

Financial Report

The yearend Financial Report (attached) had been included in the Notice of Meeting. Rick Burpee, Secretary-Treasurer, updated the numbers to August 31, 2016. Cash on hand had increased from December 31, 2015 by approximately \$4000 to approximately \$65,000. There has been a significant increase in donations in 2015, many sent "in memoriam". The largest expenditures continue to be upgrades to processes and systems such as the web site which are being funded by the donation from Pfizer, the newsletter, telephone (1-800 number) and insurance. Newsletter expenses are declining as are postage costs as we move to conducting the bulk of communication via e-mail instead of regular mail. The establishment of the ability to pay fees and/or donations using the PayPal link on our website at the end of 2015 has been very popular. All new members in 2016, and over 50% of 2016 renewals used PayPal.

President's Report

Harold thanked the Board members, members of the Executive and all the volunteers for the accomplishments of the past year. We are an organization

which operates 100% on volunteer power. Without people willing to take on the variety of roles and tasks required, there is no Society, so all members are asked to give some consideration.

Web Site: The web site continues to evolve. Our webmaster just completed another behind the scenes rebuild of the existing site on a stronger, more powerful platform. However – fine tuning is a process which never ends. Thanks for Jeff Wilson for his ongoing contribution to the Society.

PayPal: PayPal is now fully operational on the website for donations, new member payments and membership renewals. It is obvious already how much you like and accept this program.

Brochure: A new brochure was introduced in 2014 and has gained wide acceptance. This year we will focus on Brochure/Holder placement in doctor's offices and hospital settings across the country.

New Member Card: The new card was introduced this summer. It is hoped this newly designed card will suggest a much greater sense of urgency with Paramedics, Triage Nurses, and ER Physicians. Unfortunately, I had the opportunity recently to personally try it out and I can report that it did indeed have the impact we imagined and hoped for. I must give credit to the Addison's Self Help Group in the UK where the concept originated.

Solu-Cortef...Ambulances...Paramedics...Trained to Inject: There is an initiative underway to have the Provinces and Territories authorize the administration of IV Solu-Cortef by paramedics. Considerable effort has gone into this initiative and progress is being made.

In BC, our Society Director Gerry Ott reports that: *last month there was agreement by the Provincial Health Services Authority to strike a practices committee to try to start pushing through the initiative along with other changes. Although this committee will be consultative, the team leader is committed to working to resolve our request and thinks this committee is a positive first step to get all of the stakeholders at the table.*

Ontario's status is very positive although the Ministry has not yet provided us with formal details stating the official status of the Society's initiative. However, due to some great internet sleuth work by our researcher- educator, we have learned from a health related website that a new protocol for suspected adrenal crisis should be in by July 2017 in Ontario. We don't have the details or full scope, but our educated guess is they will use our individual personal emergency kits rather than have to stock Solu-Cortef (hydrocortisone) on all Ambulances. If this is correct, the onus will be on each of us to NEVER be without an emergency kit on our person.

Alberta Paramedics we believe, are waiting to see the official Ontario plan for Paramedics and Solu-Cortef.

Nova Scotia is ahead of the curve with a program in place requiring the Adrenal Insufficient patient to register with their local Paramedic Service. We recommend those in Nova Scotia with Adrenal Insufficiency check with their local Paramedic Service for specifics of this program.

We will keep members informed as all of these initiatives progress and as we make contact with additional Provincial and Territorial jurisdictions. I cannot imagine a more urgent priority initiative for the Society to pursue, for all of us in Canada with Adrenal Insufficiency.

Emergency Injection Instruction Sheet: The plan is to upgrade this document. We are also discussing having a video produced for emergency Injection Training. We are well aware there are many videos available on YouTube, yet few can say any of them completely satisfies our needs.

We welcome Paula Hammel as our new Regional Representative for the Edmonton Region Support Group which covers the area from Red Deer and north. Alberta now has two Support Groups and we continue to seek someone willing to take on the role for the Calgary Region (Red Deer south). A huge thank you to Ginny Snaychuk for many years of service holding things together for us in Alberta.

In the Montreal Region, our Regional Representative, Shelly Saklatvala brought a new baby girl into the world earlier this year yet continues to find the time to be available as our Representative. This region covers up to the Trois-Rivières area where the Quebec City Region Support Group takes over. We are still in search of a Representative for the Quebec City Region Support Group.

Will there be renewed interest in getting the Youth Advisory Council off of its deathbed? It is a stretch to suggest there is any serious interest even though youth are not necessarily being adequately presented by their peers. I would welcome your thoughts on this matter.

Finally, on a more personal note, I am about to start the final year of my current term as President. At the next AGM I will have completed four years as President, many as a Director, and even more as Regional Representative for the South Central Ontario Support Group. I cannot at this time be certain of my ability to stand again for the office of President. We'll see as that time approaches. For certain though, I am advising the group today that I must resign my Regional Representative position, effective immediately.

We do therefore require a member of the South central Ontario Support group to step forward at this time to take on the Regional Representative's role. While it is

a volunteer position, it is a hugely rewarding personal experience. It is most gratifying to see over 50 in attendance here today. The South Central Ontario Support Group is the largest in the Society and requires ongoing nurturing as it continues to grow. Please consider the opportunity and contact me directly if you would like to discuss.

New Election Rotation Schedule

As outlined in the Notice of Meeting, it is proposed to increase the size of the Board of Directors from seven to nine (to help ensure appropriate regional representation) and to change the schedule of election of Directors such that one third are elected each year, thus ensuring an appropriate level of continuity of the Board. On a motion duly proposed and seconded, the motion was unanimously carried by a show of hands.

Election of Director

One Director position for a one-year term (to align with the new schedule) was open. On a motion duly proposed and seconded, Derek Burpee was elected by a show of hands.

Slate of Directors to 2017 AGM: Derek Clarke, Elizabeth Hill, Gerry Ott, Harold Smith, Roger Steinmann, Derek Burpee, Heather Raczynski

Officers: Harold Smith – President, Roger Steinmann – Vice-President, Rick Burpee – Secretary-Treasurer

New Lifetime Membership Program

As outlined in the Notice of Meeting, it is proposed to change the membership fee structure from an annual renewal basis to a “lifetime” basis. For a one-time fee of \$25, a member is a member for life. The program will start with 2017. All current members will be required to renew for a last time in 2017. Members who had previously paid for a term extending past 2017 (2018, 2019, 2020) will be contacted and have the option of receiving a refund for those years, or receiving a taxable donation receipt for the same value. With more and more members getting all communication via e-mail, our costs for newsletters and member communications are decreasing. There are also advantages to having a larger member base when dealing with governments and others on advocacy issues.

On a motion duly proposed and seconded, the motion was approved unanimously by a show of hands.

The meeting was terminated at 1:45

The Canadian Addison Society
Balance Sheet
As of December 31, 2015

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Chequing/Savings	
1000 · TD Canada Trust	24,539.70
1010 · The Equitable Trust Company(1)	14,839.13
1020 · The Equitable Trust Company(2)	21,409.36
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Total Chequing/Savings	60,788.19
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Total Current Assets	60,788.19
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TOTAL ASSETS	60,788.19
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LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	18,529.76
39000 · Opening Balance Equity	42,229.95
Net Income	28.48
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Total Equity	60,788.19
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TOTAL LIABILITIES & EQUITY	60,788.19
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The Canadian Addison Society
Profit & Loss
January through December 2015

	<u>Jan - Dec 15</u>
Income	
4000 · Donations - Tax Receipted	1,773.33
4001 · Donations - Unreceipted	2,320.29
4005 · Interest Income	448.89
4010 · The Canadian Addison Society	4,331.85
4011 · Alberta	55.00
4012 · BC Lower Mainland	60.00
4013 · Eastern Ontario	65.00
4014 · Quebec Support Group	15.00
4015 · Saskatchewan	25.00
4016 · South/Central Ontario	265.00
4017 · Vancouver Island Support Group	35.00
Total Income	<u>9,394.36</u>
Expense	
Pfizer Work Program	3,767.53
5110 · Annual Meeting	3,006.29
5115 · Secretarial	357.62
5120 · Postage, stationery & Supplies	1,064.37
5125 · Support Group Expenses	134.74
5135 · Newsletter Expenses	433.25
5140 · Telephone Expense	1,765.71
5145 · Web Site	241.70
5150 · Bank Service Charges	52.67
5160 · Insurance	-1,458.00
Total Expense	<u>9,365.88</u>
Net Income	<u><u>28.48</u></u>