# Dec 10, 2021 – General Meeting

**Place: Google Meet** virtual meeting

**Time:** 01:00 pm - 3:00 pm

**Topic:** **Mental Fitness 101**

**Speaker: Dr. Bill Howatt**

 AGENDA:

1. Call to Order 13:03
2. Welcome and Introductions
3. Additions to the agenda
	* No additions
4. Approval of previous minutes
	* Reviewed Oct 20 2021 minutes

**Board Updates**

1. Chair Update D Blackmore
	* Unfortunately, in NB we don’t seem to be improving much lately with Covid. With 173 cases reported yesterday I hope all of you, along with your loved ones are safe and healthy.
	* This is the last chapter meeting of 2021 and next week is our National AGM; it’ll takes place Dec 16th @ 1pm AST. Once you register for the meeting, you’ll receive your link to login before the meeting.
	* Our RVP for Atlantic Canada, Mark Balsom has stepped down in November. National has advised us to wait on election results to see who our RVP for the remainder of the current RVP term (1 year) will be. We should have an update by our next meeting.
	* Some election results have been sent out for the acclaimed positions and those still open; you should have received that email from National.
	* CSSE National has the new CEO in place - Christopher Berry.
	* In November your NB Chapter met to plan for next year. We discussed meeting dates, professional development, financials, communications, etc. Soon you’ll receive an email with our 2022 meeting dates, and they’ll also be posted on the website.
	* CSSE as an organization is set up with CRA as a not-for-profit association. Given the rules around non-for-profit organizations, we’ve been notified by national that we can only maintain a bank account balance of $7,500. Currently our balance is $10,763. In person meetings typically cost money, but with everything virtual during the pandemic we don’t have that cost. As a result, we have set up a group from our BOD that will look at ways to provide member value utilizing these extra funds.
	* We also had a communications committee meeting as well. Our Communications and Social Media Director could not be with us today, but we’ve been working on cleaning up our templates and reviewing what types of emails and when they should be sent to membership.
	* Thank you to our Board of Directors for their hard work. Being a volunteer along with trying to have work life balance can be very difficult. So, I want everyone to know I truly appreciate your efforts with the new tasks we’re working on.
2. Reminder: format change - CSSE National has asked that we now utilize **Google Meet** rather than **Microsoft Teams** for virtual meetings moving forward. Meetings can be set-up well in advance of planned meetings for all members. We will remain virtual pending the COVID-19 situation in the province, guidance from CSSE National, and we must follow Public Health and WorkSafe guidelines to keep everyone healthy.
3. The BOD has discussed that a *strategic plan* for our Chapter is very important. This will ensure that we can take advantage of the chapter feedback from the 2019/2020-member survey and provide member value to all of our chapter membership. This initiative will begin in January 2020 with the support of one of our Director at Large members. This will be added to our upcoming subcommittee reports.
4. Atlantic Regional Chair Update *vacant*
	* No update (See Chair update)
5. Treasurer Report E MacFarlane
* No transactions closing balance of $10,763.
1. Membership Report S O’Dell
	* 97 members today. 2 new members.
2. Social Media / Communications C Silliphant
* Social Media Director working on new email templates. Plan is for communications to be quick, easy and simple. More information to come in upcoming meeting 2022.
1. CRA Not For Profit Status D Blackmore
* A new subcommittee of the BOD has been struck to investigate how to spend some of the excess funds (above CRA rules) for the chapter and provide member value. More to follow at our February meeting.

**Committee Updates**

1. NAOSH Planning 2022 C Biggar
* Will likely be a virtual event again for 2022 but no other updates at this time. It is still too early to tell what our situation will be in May 2022. Members asked to “stay tuned”
1. Professional Development Report (2021/2022) S Poirier
	* Focus is currently on quality virtual speakers and development of a “bank” of speakers available to us.
	* We did a member value survey in Dec 2019. The BOD is curious whether membership would be interested in a new member value survey given how much has changed, not only with the pandemic but also within the association, since that time. If you have any opinions please share with any BOD member. This includes any ideas you have about speakers or topics of interest to the membership.
2. Steps for Life (2022) S O’Dell
	* Will be a virtual event again in 2022. The organizing committee is looking for volunteers / assistance. If you are willing to step up and help please contact BOD Members Shelley O’Dell or Jill Whitebone.
	* Seeking a member to support or assist with social media coordination this year.

**Business Arising**

1. None

**New Business**

1. None

Adjournment

**Development Topic / Guest Speaker**

Dr. Bill Howatt spoke on Mental Fitness. A very timely and engaging topic given the state of our province and profession. For more information and to order additional materials if interested visit <https://billhowatt.com/>