



The Canadian Association  
for Enterostomal Therapy

Association Canadienne  
des Stomothérapeutes

## Notice of the CAET Annual Members Meeting

Thursday May 25, 2017

1800-2100

London Convention Center

300 York Street

London, Ontario

N6B 1P8

Room: Ballroom: 3

To access remotely:

Call [1-877-394-5901](tel:1-877-394-5901), Access code: 5964972#

Log on to <http://caetacademy.adobeconnect.com/orientation/>

Please note that there will be voting on the final name change position of “yes” or “no” and the new potential names for the CAET Association and Enterostomal Therapy Nurses. The decisions will be voted on by CAET Members at the Annual Members Meeting, May 25, 2017 between 6 PM and 9 PM. It is important for all CAET Members to participate.

### 2017 AMM Agenda

| Time | Responsibility   | Agenda Item                                                                                                                                                                             |
|------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1700 | Laureen Sommerey | Registration of members : Ballroom 3 Entrance                                                                                                                                           |
| 1800 | Rosemary Hill    | Introduction of the AMM and Welcome<br>Introduction of time keeper and counters<br>Call the 2017 AMM to order                                                                           |
| 1805 | Laureen Sommerey | Roll Call<br><br><b><u>Executive Officers &amp; Directors</u></b><br>President: Rosemary Hill<br>President Elect: Chris Murphy<br>Treasurer: Deb Cutting<br>Secretary: Laureen Sommerey |



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|------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|      |                     | <p>Executive Director: Cathy Harley</p> <p><b><u>Regional Board Directors</u></b><br/>           BC &amp; Yukon: Teresa Stone<br/>           Prairies, NWT &amp; NU: Eileen Emmott<br/>           Ontario: Donna Fossum<br/>           Quebec: Nevert Hotakorzian<br/>           Atlantic: Kathy Mutch</p> <p><b><u>Core Program Leaders</u></b><br/>           National Conference Planning: Mary Hill<br/>           Informatics &amp; Research: Karen Napier<br/>           Professional Practice &amp; Development: Laura Robbs<br/>           Political Action: Kim LeBlanc<br/>           Marketing: Susan Mills-Zorzes</p> <p><b><u>CAET Academy Director</u></b><br/>           Virginia McNaughton</p> |
| 1810 | Laureen Sommerey    | Validate quorum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 1815 | Rosemary Hill       | 2017 AMM Agenda – review (additions/deletions) and adoption<br>Motion to approve the 2017 AMM Agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1820 | Laureen Sommerey    | 2016 AMM Meeting Minutes – review (additions/deletions) and approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1830 | Laureen Sommerey    | Adoption of the 2017 Annual Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 1840 | Rosemary Hill       | President’s Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 1850 | Cathy Harley        | Executive Director’s Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 1905 | Deb Cutting         | Treasurer’s Report – 2017 Budget<br>Motion for appointment of the Public Accountant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 1920 | Virginia McNaughton | CAET Academy Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 1935 | Laura Robbs         | ET Nurse Position Statement<br>Motion to approve revised ET Nurse Position Statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 1950 | Cathy Harley        | CAET & ET Nurse Name Change Project<br>Motion to approve ET Nurse name change<br>Motion to approve CAET name change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2020 | Lani Williston      | Nominations and Elections Process<br>Motion for CAET Election Slate – 2017-2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2040 | Rosemary Hill       | Introduction to the 2017-2018 Board of Directors<br>Thank you to outgoing Board Members                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 2100 | Rosemary Hill       | Close                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



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