

Annual General Meeting
Wednesday, November 10, 2021 – 6:15 pm-7:15 pm
Virtual - ZOOM

Attendees:

The 2020 and newly elected Board Members in attendance: Ami Brosseau, Sarah Chritchley, Melissa Duff, David Harrison, Geoff Inman, Peter Lockie, Anna Mason, Katharine McKeen, Irina Simin, Tim Troughton, Caroline van Es

Victoria Division Physician General/voting members – 36 (includes eligible board members)

Victoria Division Physician Associate/non-voting members: 4 (board members, residents, dual membership physicians)

Guests: Daniel Healey, Auditor from KPMG

VDFP staff: 9

Call to Order

- Dr. Katharine McKeen called meeting to order at 6:15 pm.
 - "The Victoria Division of Family Practice acknowledges with great respect and appreciation that our office is located on the traditional, ancestral, and unceded territories of the Coast Salish Nations. We are privileged to be working on the lands of the Lək'wəŋən (Lekwungen/Songhees) and WSÁNEĆ (Tsartlip, Tsawout, Tseycum) Peoples."
 - An official quorum of at least 20 voting members confirmed for business to begin.
 - Dr. McKeen reviewed the process for those eligible to vote and make motions. Polls launched within the Zoom platform will allow voting members to cast their vote and results will be shared.
 - Dr. Perpetua Nwosu received the first prize draw of a Bolen Books gift card along with the donated book written by physician member Dr. Fred Voon, *Your Inside Guide to the Emergency Department and How to Prevent having to Go!*
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Appointment of Chair and Recording Secretary

- A motion was made for appointment of AGM chair and recording secretary.

Motion: It was moved by Dr. Tim Troughton and seconded by Dr. Geoff Inman that Dr. Katharine McKeen to be appointed as chair and Dr. Geoff Inman be appointed as recording secretary for AGM.

All in favor, motion carried.

Approval of the VDFP 2021 Agenda

- There were no additions to the agenda.

Motion: It was moved by Dr. Sarah Chritchley and seconded by Dr. Martha Macdonnell for approval of the 2020 Annual General Meeting agenda.

All in favor, motion carried.

Approval of VDFP 2020 Annual General Meeting minutes

- There were no questions or amendments to the VDFP 2020 AGM minutes.

Motion: It was moved by Dr. Walter Salmaniw and seconded by Dr. Chris Stamp-Vincent that the November 10, 2020 Annual General Meeting minutes were accepted.

All in favor, motion carried.

- Dr. David Brook received the second prize of a family pass to the Malahat Skywalk.
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Treasurer's Report and Appointment of the Auditor

- Peter Lockie presented the treasurer's report:
 - Assets of \$2,701,938 is largely cash. It is funds VDFP has received for future funding of projects.
 - VDFP is in good financial shape.
 - Revenues: LTCI 42.82%, Infrastructure 39.75%, Primary Care & PCN 8.74%, Shared Care Initiatives 4.53%, COVID 19 response 3.90%, Other 0.25%
 - Physician payments were the largest proportion of expenditures. These went up during COVID, largely due to the virtual format of meetings and events.
- The complete Financial statements were made available to the membership via the AGM meeting package and are available on the VDFP website.
- VDFP Financial Statements are audited each year by KPMG.
- Daniel Healey from KPMG was in attendance.
- Although COVID has been challenging, Peter An acknowledgement to the Executive Director and Finance Manager for managing the new processes setup throughout COVID extremely well.
- There were no questions from the members.
- A motion was made to receive the financial statements.
- A second motion was made to appoint KPMG as the external auditor for the fiscal year April 1, 2021 to March 31, 2022.

Motion 1: It was moved by Dr. Oona Hayes and seconded by Dr. Eugene Leduc that the financial statements for the year ended March 31, 2021 were received.

All in favor, motion carried.

Appointment of Auditor

Motion 2: It was moved by Dr. Eugene Leduc and seconded by Dr. Ben How that KPMG is appointed as external auditor for the fiscal year April 1, 2021 to March 31, 2022.

All in favor, motion carried.

- Dr. Martha Macdonnell received the third prize of a gift certificate to the Royal Theatre.

Confirmation of VDFP 2021-2022 Board of Directors

- This year an election was held and there were eight nominations put forward for six director spots. The division thanked all who came forward for these important leadership roles.
- 2021-2022 VDFP Board of Directors:
 - Dr. Ami Brosseau*
 - Dr. Sarah Chritchley*
 - Dr. Melissa Duff*
 - Dr. David Harrison*
 - Dr. Geoff Inman
 - Mr. Peter Lockie* - incumbent
 - Dr. Anna Mason*
 - Dr. Irina Simin – R1 Family Practice Resident Director
 - Dr. Jessie Singh –R2 Family Practice Resident Director
 - Dr. Tim Troughton
 - Dr. Caroline van Es*elected

Motion: It was moved by Dr. David Brook and seconded by Dr. Eugene Leduc that the 2021-2022 Victoria Division Board of Directors is confirmed.

All in favor, motion carried.

- Dr. Jeannette Janzen received the fourth prize of a Royal BC and IMAX gift certificate.
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Tribute to outgoing directors

- Dr. Tim Troughton acknowledged the contributions of directors leaving the board Drs. Dara Behroozi, Liz Pharo and Irfan Rajani.
 - A special acknowledgement for Dr. Katharine McKeen who joined the board in 2013 and has been co-chair since 2015.
 - Dr. Katharine McKeen thanked everyone and encouraged members to come forward as the experience has been life-changing and rewarding.
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Adjournment

- An announcement was made that the Practice Profile Survey would be launching soon. Physicians will be remunerated for their time in completing the survey.
- A reminder to complete the event evaluation.
- Please read and share the Impact Report.
- A thank you to Executive Director and VDFP staff for the work they do throughout the year.
- Dr. Eugene Leduc received the final prize of the evening, a gift certificate to Zambris restaurant.

Motion: It was moved by Dr. Geoff Inman and seconded by Dr. Sarah Chritchley to adjourn the business portion of the AGM.

All in favor, motion carried.

**Business portion of AGM adjourned at 6:40 pm
Townhall Q & A proceeded from 6:40 pm-7:15 pm**