



Championing Spina Bifida
& Hydrocephalus Communities

MINUTES OF THE 2024 ANNUAL GENERAL MEETING

Saturday, September 21, 2024 | 9:30 am EST

Via Zoom

ATTENDEES:

Maria Akhtar, Ghofran Alyass, Janet Amito, Dr. Farnaz Amoozegar, Mariam Belghiti, Angela Cinapri, Adriana Cinapri, Claudio Cinapri, Maria Cruz, Antonia De Pinto, Jenn Dube, Rubin Dubiansky, Mary Dufton, Rami Fleifel, Anthony Frisina, Emily Giugovaz, Aimee Hand, Ann Harper, Lakisha Harris, Amy Huang, Shayaha Jeyaseelan, Bernard Katz, Jocelyn Kuntsi, Carmen Lydell, Dr. Rano Matta, Kyleigh Morgan, Anne Nitschke, Bahar Nour, Anne O'Connell, Ana-Maria Oproescu, Cate Prince, Michael Robertson, Beth Rosen, Jennifer Skalenda, Emma St. Aubin, Lise St. Aubin, Jeff St. Aubin, Justin Y.

BOARD OF DIRECTORS IN ATTENDANCE:

Gillian Akai, Chair; Kristine Dorward, 1st Vice Chair; Paul Egli, Treasurer; Justin Parappally, Secretary; Laura Gatensby, Director at Large; Amy St. Aubin, Director at Large; Nicolena Stone, Director at Large.

STAFF:

Shauna Beaudoin, Director of Information & Services; Tanja Bessey, Community Engagement Coordinator; Sharnette Beckett, Information & Services.

GUESTS:

Dr. Jay Riva-Cambrin, Board Nominee; Natalie Clydesdale, Board Nominee; Sam Sinjari, Board Nominee, Ryan McGrade, Board Nominee.

REGRETS:

Stephen Rex, 2nd Vice Chair, Dr. Abhaya Kulkarni, Director at Large, Eric Smith, Director at Large; Heather Cheeseman, Director at Large; Dr. Scott Barton, Director at Large; Dr. Mark Hamilton, Director at Large; Joshua Matthewman, Director at Large.

1. Welcome and Call to Order

Ms. Gillian Akai, Chair, Hydrocephalus Canada Board of Directors, called the meeting to order at 9:30 A.M., welcoming everyone to the day's events, and presented the land acknowledgement. She began the meeting with some Zoom housekeeping items. Ms. Akai reported that the Zoom's polling function would be used during the AGM portion to record the votes for each motion. Ms. Akai reminded participants that if they would like to move or second a motion, they must make a comment using the chat feature. Once a motion approval poll comes up, Ms. Akai asked that participants click the bubble beside the statement with which they agree.

Ms. Akai welcomed the Board of Directors that were in attendance and thanked them for their time and efforts in support of the organization. In addition, Ms. Akai acknowledged the members of the Medical Advisory Board (MAB), a group of highly skilled doctors who give their time to support the organization. Ms. Akai noted that Dr. Kulkarni had stepped down as chair of the Medical Advisory Board (MAB) after many years of great service. Ms. Akai thanked him for his leadership and generosity in this role. She added that Hydrocephalus Canada is excited to welcome Dr. Jay Riva-Cambrin as the new chair of the MAB.

Ms. Akai introduced the staff and thanked them for being in attendance and all they do all year. HC could not do what they do without them.

2. Approval of Agenda

The Chair asked if there were any additions or deletions to the agenda. There being none, she called for a motion to approve the agenda as presented.

MOTION: That the agenda be accepted as presented.
Moved by: Ms. Laura Gatensby
Seconded by: Ms. Kristine Dorward
MOTION CARRIED

3. Approval of the Minutes of the 2022 and 2023 Annual General Meetings

Ms. Akai advised approval of the 2022 minutes had inadvertently been omitted during the last meeting. She asked if there were any errors or omissions to the 2022 and 2023 Minutes of the Annual General Meeting. There were none.

MOTION: That the Minutes of the 2022 Annual General Meeting be accepted as presented.
Moved by: Ms. Laura Gatensby
Seconded by: Ms. Amy St. Aubin
MOTION CARRIED

MOTION: That the Minutes of the 2023 Annual General Meeting be accepted as presented.
Moved by: Ms. Amy St. Aubin
Seconded by: Ms. Nicolena Stone
MOTION CARRIED

3. Presentation of Audited Financial Statements

Mr. Justin Parappally, Secretary, presented the audited financial statements on behalf of Mr. Paul Egli, Treasurer. Mr. Parappally provided a summary of the financial statements for the year ended February 29, 2024. He advised the association was able to deliver its programs and have positive financial results.

As in previous years, the organization received an unqualified positive opinion from the auditor stating the financial statements fairly represent the financial position and performance of the Hydrocephalus Canada for the 12 month period ending February 29, 2024.

Mr. Parappally advised the financial position of the organization remains strong with the net assets growing slightly over the previous year.

Mr. Parappally noted the financial statements have already been approved by the Board of Directors. There being no questions, he asked for a motion to accept the statements into the meeting minutes.

MOTION: That the Audited Financial Statements for the year ending February 29, 2024 be accepted into the minutes of the meeting.
Moved by: Ms. Kristine Dorward
Seconded by: Ms. Amy St. Aubin
MOTION CARRIED

5. Appointment of the Auditor

Mr. Parappally advised the organization has been affiliated with the audit firm of CS Chartered Accountants LLP for many years and are very happy with their professional abilities. He presented a motion to approve the appointment of the auditor for the following year.

MOTION: That the firm of CS Chartered Accountants LLP be appointed as auditors for the association for the current fiscal period 2024/2025 at a remuneration to be determined by the Board of Directors.
Moved by: Ms. Laura Gatensby
Seconded by: Ms. Nicolena Stone
MOTION CARRIED

6. Election to the Board of Directors

Ms. Akai presented the list of Directors who had completed their two-year term as of September 2024 and were applying to serve another two-year term on the Board, ending September 2026:

Laura Gatensby Amy St. Aubin Dr. Scott Barton Dr. Abhaya Kulkarni

The following Director is seeking a one-year term, which will end in September 2025:

Gillian Akai

The following Directors are in the middle of a two-year term, which will end in September 2025:

Paul Egli Dr. Mark Hamilton Stephen Rex
Kristine Dorward Heather Cheeseman Nicolena Stone

The following Directors have completed their two-year term and have chosen not to seek re-election to the Board.

Justin Parappally Eric Smith Joshua Matthewman

On behalf of the Board of Directors and the members of Hydrocephalus Canada, Ms. Akai extend sincere thanks and appreciation to the retiring Directors for their commitment to the association. She noted Mr. Parappally and Mr. Eric Smith both had completed 15 years on the Board of Directors.

Ms. Akai advised there were four nominees to the Board of Directors and provided a brief biography of each:

Natalie Clydesdale Ryan McGrade Sam Sinjari Dr. Jay Riva-Cambrin

The Chair asked for a motion to approve the slate of nominees to the Board of Directors as presented.

MOTION: That the slate of nominees to the Board of Directors be accepted as presented.

Moved by: Ms. Nicolena Stone

Seconded by: Ms. Kristine Dorward

MOTION CARRIED

7. New Business

There was no new business.

8. Next Annual General Meeting

The date of the next AGM will be determined at a later time.

9. Adjournment

There being no further business, the Chair asked for a motion to adjourn the meeting.

MOTION: That the meeting adjourn.
Moved by: Ms. Kristine Dorward
Seconded by: Ms. Amy St. Aubin
MOTION CARRIED

Ms. Akai advised the meeting was adjourned at 9:55 A.M.