

**LAO Annual General Meeting 2014 for YE 2013 via Webinar
May 29, 2014**

Meeting Minutes

In Attendance

Board and Staff:

Janice Goldberg – Board Member
Ben Ciallella – Treasurer
Matthew Fawcett - Board Member
Anna Kennedy – Ex-Officio Board Member
Radosna Bijukovic – Executive Director
JoAnne Raditz – Project Manager

Due to technical issues it was difficult to record an accurate webinar participation count. LAO membership was sent an email following the AGM, giving members an opportunity to vote online.

Meeting Minutes

1. Welcome

A warm welcome to the Annual General Meeting of the Lymphedema Association of Ontario.

Anna Kennedy, the retired Executive Director of the LAO chaired the meeting as her last opportunity to say goodbye and formally introduce the incoming new Executive Director - Radosna Bijukovic (who officially started April 01).

Welcome and update by Radosna Bijukovic.

2. AGM and Webinar Housekeeping

3. Call to order

- May we have someone make a motion that the business portion of the Annual General Meeting is officially called to order? *Ben Ciallella*
- Could we have someone second the motion? *Janice Goldberg*
- All in favour, carried forward.
- Meeting officially started at 7:45pm

4. Introduction of Board of Directors

Radosna and Anna Kennedy thanked both retiring and current board members who were able to join the call tonight via webinar.

Joining us in the office, we also introduced Joanne Raditz, the LAO project manager providing technical support..

5. Acceptance of Agenda

The Agenda was shown on the presentation screen.

- May we have someone make a motion that the agenda be accepted as presented? *Matthew Fawcett*
- Many we have someone second the motion? *Ben Ciallella*
- All in favour, carried forward.

6. Acceptance of previous AGM minutes

The minutes of the last AGM meeting (March 6, 2013) was provided, but also sent earlier.

- May we have someone make a motion that the minutes of the AGM on March 6, 2013 be accepted as presented? *Linda Durke*
- May we have someone second the motion? *Rekha Sharma*
- All in favour, carried forward.

7. Financials

A financial summary of the fiscal year ending March 31, 2013 was provided and participants told that a full set of financial statements are always available upon request.

Normally our audited statements are not ready for presentation until 6 – 8 months after our year end. Since last fall's AGM was postponed until now – that is the reason we are reviewing the figures from some time ago. Our auditor, Melissa Coulson had planned to be on the call tonight but was called out of town at the last minute. Ben Ciallella, our LAO Board treasurer reviewed the numbers at a high level and Anna Kennedy was there to answer any questions on the details.

Auditor Statement and Financial Summary overview provided by Ben Ciallella.

- May we have someone make a motion that the financials be accepted as presented? *Rehka Sharma*
- May we have someone second the motion? *Matthew Fawcett*
- All in favor, carried forward.

8. Appointment of Auditor

We are fortunate that each year, our auditor conducts the audit and prepares our financial statements at a discounted rate for our charity. Anna Kennedy thanked Melissa for her support of the LAO for all these years.

- May we have a motion that Melissa Coulson be appointed as the LAO auditor for the fiscal year ending March 31, 2015? *Rehka Sharma*
- May we have someone second the motion? *Ben Ciallella*
- All in favor, carried forward.

9. Election of 2014-2015 Board of Directors

We have had three board changes since last fall.

Kim Gagan, Leona DiCasmirro and Fran Suran – chose to resign when their terms were up. The LAO Board and I want to thank Kim – who served 6 years recently as Board Chair but had served many years in the beginning of the organization, as she was one of the original founders back in 1997. Leona DiCasmirro spent almost 6 years on our board and Fran Suran – one of our longest standing board members had been a director since 2005. We thank them for their support and wish them well in new endeavors.

The roster for the coming 2014-2015 year was presented. We thank Ruby Kreindler, Janice Goldberg, Ben Cialella, Mathew Fawcett and Barbara Foster for their continued commitment to support the LAO under the leadership of Radosna, the new Executive Director. Anna Kennedy has agreed to the board's request to remain on the board as an ex-officio board member for the coming year – to help ease the transition and changes.

- May we have a motion to accept the approved list of Directors for the fiscal year 2014-2015 as presented? *Ben Ciallella*
- May we have someone second that motion? *Rehka Sharma*
- All in favour, carried forward.

10. Official Close of the Meeting

- This will now conclude the business portion of the Annual General Meeting. May we have someone make a motion to officially close the formalities? *Ben Ciallella*
- May we have someone second that motion? *Rehka Sharma*
- All in favour, carried forward.

Business portion of the Annual General Meeting was concluded at 8:04pm

11. Educational Presentation

Next was the educational part of the meeting – an opportunity to learn about the importance of wound and skin care for lymphedema. We are very thankful that Dr. David Keast accepted our invitation to be the guest presenter tonight.

Dr. Keast is considered a world-wide expert within the wound and lymphedema world and we are honoured he is here to share his knowledge and expertise with us. His numerous credentials are on the screen in front of you. Dr. Keast is both a friend and colleague of mine at the Canadian Lymphedema Framework. Both he and I are busy preparing for the International Lymphedema conference in Glasgow next week – so we are happy he could fit this presentation in.

Please feel free to type in your questions as you think of them throughout Dr Keast's presentation. He will answer as many of them as time allows. I do want to warn you that there may be some graphic photographs of wound and skin problems. Please remember that in his practice, Dr. Keast sees many of the worst cases. We don't want you to be alarmed that this will necessarily happen to you.

Closing – we thank David for his time and help everyone enjoys their summer. Good night to all.