



## Minutes

### 2020 Annual General Meeting

**Date:** Friday May 29, 2020 from 1:30 to 2:00 P.M EST

**Location:** Online (Zoom)

## 1. Welcome and Opening Remarks

### 1.1 Motion to Approve Agenda

The Agenda was approved

### 1.2 Minutes from the Annual General Meeting of June 14, 2019

#### 1.2.1 Motion to Approve Minutes

The Minutes from the Annual General Meeting of June 14, 2019 were approved

### 1.3 Report from the President

CACPR offered a free webinar in April to help support programs, and identify what questions and concerns the programs had. CACPR Board Members have attended webinars regarding the need to support virtual cardiac programming hosted by the Canadian Critical Care Society. Member participation on knowledge translation tool and networking opportunities are encouraged.

CACPR has participated in the CCCS 2019 Fall Conference in Montreal. In 2019 CACPR received an unrestricted education grant from Bayer Solutions which supported guideline development, webinar development, module development, and restarting CV Edge. CACPR continues to work with Secretariat Central for support with financial and association management.

## 2. Financial Update

### Financial History

- From 2011 to 2014, CACPR annual revenues ranged from 300 – 400k. Much of this revenue included sponsorship and registration funding from the Symposium event at the CCC. There was additional funding via corporate grants for the Cardiac Registry project.
- From 2014 onward, revenues from the Symposium declined significantly as the Canadian Cardiovascular Society began to withdraw support to participating organizations.
- Membership revenue declined moderately from 2014 onward. With the Cardiac Registry project going live in 2014, development grants diminished and stopped altogether in 2016.
- Annual revenues dropped to less than 100k by 2017.

- Organizational expenses have run at approximately 250k per year as CACPR employed multiple staff to maintain the registry, run the organization, and contribute to special projects.
- Beginning in 2015, these operating costs began to greatly exceed the revenue flowing in. The result has been increasingly large deficits (expenses in excess of revenue) in 2015 (72k), 2016 (110k) and 2017 (51k) that have eaten up CACPR reserves.
- As of 2018, a new operating model has improved operational efficiency and minimized deficits (10k – 2018, 3k - 2019). The budget for 2020 was initially balanced but required revision due to cancelling the spring conference because of COVID-19. New funding sources are being developed for 2020 and 2021.

2019 Revenues

Spring Conference	\$52,989
Publications	\$1,920
Journal	\$2,390
Memberships	\$22,178
Donations	\$3,358
Cardiac Residual Risk	\$12,645
Cardiac Registry	\$4,225
Annual Symposium	\$600
Air Quality Project	\$13,045

2019 Expenses

Spring Conference	\$33,750
Professional Fees	\$1,000
Office and General	\$5,580
Management Fees	\$30,941
Journal	\$2,633
CV Edge	\$2,805
Cardiac Residual Risk	\$12,646
Cardiac Registry	\$4,225
Annual Symposium	\$4,261
Air Quality Project	\$13,045
Other	\$1,943

Financial Summary

	2019	2018
Revenues	\$113,350	\$92,223
Expenses	<u>\$116,778</u>	<u>\$102,960</u>
Deficit	(\$3,428)	(\$10,737)

Reserves

Financial results from 2018 going forward have improved significantly. A small surplus was initially expected for 2020 but due to COVID-19, expectations have required some adjustment. New funding sources going forward are expected to balance future budgets and help generate some surpluses that will restore reserves.

Funds Balances 2014-2020

2014	2015	2016	2017	2018	2019	2020
\$283,471	\$211,737	\$101,472	\$50,330	\$39,594	\$36,165	\$25,718

**2.1 Audited Statements as of December 31, 2019**

**2.2 2020 Budget**

As the board continues to work with Secretariat Central, many costs such as rent and office overhead have been eliminated or reduced. New partnerships and project revenue is flowing. COVID-19 has had an impact on the 2020 budget but we expect future budgets to improve significantly.

2020 Budget Revenues

Web Education	\$10,000
Publications	\$1,000
Memberships	\$22,500
Journal	\$3,000
Health Canada	\$3,352
Bayer Multi-Project	\$76,643
Cardiac Residual Risk	\$100,035
Cardiac Registry	\$3,900
Annual Symposium	\$1,200
Air Quality Project	\$3,352

2020 Budget Expenses

Web Education	\$60,082
Spring Conference	\$18,300
Professional Fees	\$1,000
Position Statement	10,560
Journal	\$3,000
CV Edge	\$6,000
Cardiac Residual Risk	\$100,035
Cardiac Registry	\$3,900
Annual Symposium	\$1,200
Air Quality Project	\$3,352
Office & General	\$6,050
Management Fees	\$30,750
Other	\$1,200

2020 Budget Revenue	\$234,982
2020 Budget Expense	<u>\$245,429</u>
2020 Budget Deficit	(\$10,447)

New Funding Sources

- In 2019, CACPR acquired a funding commitment from Bayer to re-establish and grow the Cardiac Registry Project. Project development is underway.
- As of today (May 2020), an additional corporate commitment to this project in the amount of \$130,000 has occurred and multiple pharma organizations have expressed interest in also contributing.
- As a result of Bayer funding obtained in 2018, CACPR has also been developing new webinar and other educational content. Additional such content will be created for the virtual ASM. The sale of such web based educational products is another revenue stream for CACPR with about 10k expected in 2020.

## 2.3 2020 Appointment of Public Accountant

### 2.3.1 Motion to waive appointment of a public accountant for 2020

Motion to waive appointment of a public accountant for 2020 was approved

## 3. Bylaw Amendments

### Article VIII. Section 3. b.:

Nominations from the general membership for the position of Director shall be made in writing and be placed in the hands of the Secretary ~~not later than 5 months prior to the annual general meeting~~ (in accordance with the Act). The nomination shall include an application process for potential Directors.

### Revised Bylaw would read:

Nominations from the general membership for the position of Director shall be made in writing, and placed in the hands of the Secretary (in accordance with the Act). The nomination shall include an application process for potential Directors.

### Article VIII. Section 4. b.:

Every ballot, to be valid and counted in the election of Directors must be mailed, delivered or electronically sent to and be received by the Secretary of the association ~~not later than 4 months~~ prior to the AGM (in accordance with the Act). Any ballots not so received shall be invalid and of no effect. The ballot results shall be announced at the AGM.

### Revised Bylaw would read:

Every ballot, to be valid and counted in the election of Directors must be mailed, delivered or electronically sent to and be received by the Secretary of the association prior to the AGM (in accordance with the Act). Any ballots not so received shall be invalid and of no effect. The ballot results shall be announced at the AGM.

### 3.1 Motion to approve CACPR Bylaw Amendments

The CACPR Bylaw Amendments were approved

## 4. CACPR Elections

By acclamation, CACPR elected K. Turner and K. Brisco to the CACPR Board of Directors for a three year term, beginning June 2020.

#### The 2020-2021 Board of Directors Slate

President	Dylan Chipperfield
Vice President	Diamond Fernandes
Past President	Tracy Selway
Treasurer	Colin Yeung
Secretary	Kathryn Brisco
Director	Simon Bacon
Director	Carolyn Baer
Director	Tracey Colella
Director	Lisa Cotie
Director	Bruce Moran
Director	Marie-Kristelle Ross
Director	Kathleen Turner
Director	Warner Mampuya

#### **4.1 Motion to approve the 2020 – 2021 Board of Directors slate**

The 2020-2021 Board of Directors slate was approved

#### **5. Module Update**

- CV Risk Factors Module is complete and available for purchase.
- Medication Module is being worked on, and will be the next one available.
- Additional Modules in progress include: Physical Activity, Psychosocial, Nutrition, Patient Management

#### **6. Registry Update**

There have been barriers with previous versions of registry, including the duplication of data entries, privacy concerns, and funding model. CACPR's approach over the last year has seen some success notably with raising funds. At present, CACPR is defining what their role is in this partnership and initiate what the Memorandum's of Understanding would look like.

#### **7. CV Edge Update**

Current editor is Dr. Warner Mampuya, and the editorial board is made of 4 members. CV Edge was restarted last Fall and 2 editions have been published. 2 more editions to be published this year. One edition will cover the Spring

Conference, and the second one will cover COVID-19 and cardiac rehab. Contribution to CV Edge and joining the editorial board is encouraged.

## **8. Membership Update**

- Currently sitting at 130 members, typically grows with conference advertising.
- Recorded 169 members last year
- Membership committee needs to be re-invigorated. Currently only three participants.
- With the free COVID webinar we had a reach of almost 400 people – how to convert these people into members
- Two academic facilities suggested lower cost of student membership would potentially increase the number of students participating.
- Current Membership is 130 active members

## **9. CACPR Fall 2020 Meeting**

- Initially planned as traditional conference, being reformatted to be virtual
- Diamond Fernandez and Juan Murais are the Co-Chairs
- CCS still determining dates and schedules
- CACPR Fall Conference Committee has commenced – has a theme, and format identified.
- Room for additional people who would like to be on the planning committee.
- Anticipate broader attendance due to virtual format

## **10. Guidelines Update**

Dr. Simon Bacon is leading the guidelines work. The guidelines will be structured based on topics rather than a comprehensive volume or book. Currently, they are working on a position statement regarding exercise to be released in early 2021. There will also be a risk reduction position statement to be released. Other popular topics rated by poll participants and experts will be covered as well. Membership participation is welcome.

## **11. Webinar Update**

- Two Free Webinars offered in 2019
- Three revenue generating webinars in 2020 to date
- One free webinar in 2020 to date – COVID-19 – most popular with almost 300 attendees
- Updated Zoom package, can accommodate 500 registrants, additional features to improve webinar experience

## **12. Questions from the Floor**

There were no questions asked.

## **13. Adjournment**

Meeting was adjourned