



**Minutes**  
**2022 Annual General Meeting**  
**Date: Friday June 4, 2022 from 3:45 to 4:30 P.M EST**  
**Location: Online (Zoom)**

## 1. Welcome and Opening Remarks

### 1.1 Motion to Approve Agenda

**Motion to Approve the Agenda – D. Chipperfield / D. Hopkins-Rossee**

### 1.2 Minutes from the Annual General Meeting of June 4, 2021

#### 1.2.1 Motion to Approve Minutes

**Motion to approve the Annual General Meeting of June 4, 2021 – K. Brisco / G. Fogg**

### 1.3 Report from the President

D. Chipperfield reviewed his goals for CACPR:

- CACPR will continue to be a national leader in the field of cardiovascular rehabilitation and prevention
- CACPR continues to be responsive to members needs, dreams and hopes in the field of cardiac rehabilitation and prevention.
- CACPR continues to set high standards of care for cardiac rehabilitation and prevention
- Continue to offer meaningful knowledge translation activities
- Support necessary items that are needed to implement guideline-based care, mentoring, problem solving and tools to measure against standards as well as follow up support

The President acknowledges the work of the CACPR Board members and volunteers that contribute to making cardiac rehabilitation and prevention the success it is in Canada and will be in the future.

With feedback from the members, CACPR has finalized their vision, mission and values statements that will help guide CACPR's work in the future. The statements are as follows:

**Vision Statement:** to optimize heart health through prevention and rehabilitation.

**Mission Statement:** to advance knowledge, clinical care and research for those who work in cardiovascular prevention and rehabilitation in Canada and beyond.

**Values:** Leadership, health, expertise and community.

## 2. Guidelines Update

Dr. Lisa Cotie presented the Guidelines Executive Committee for 2023. The committee has been working on the exercise guidelines with the META group by gathering evidence from the existing guidelines for the central review committee. Dr. Nana Wu is working on the implementation process and there will be 3 new publications. The committee is looking for new funding opportunities for the future. The next guidelines the committee will work on is the Health Behaviour Change guidelines followed by the Nutrition guidelines. Dr. Lisa Cotie thanks all the members of the Exercise Working Group, META Group and S. Bacon.

### **3. Module Update**

The Physical Activity Module, Exercise and Nutrition modules are almost complete and will be available for purchase at the end of June. The committee is also working on a Psychosocial, Patient Management and Medication module.

### **4. CV Edge Update**

The committee has been working hard to deliver regular CV Edge reports despite facing some challenges in 2021. The committee has sent out a call for members to join the committee, more importantly for trainees to help write and publish materials for the CACPR community. The committee completed a survey to ask CACPR members the impact CV Edge has in order to identify ways they can improve based on the needs of the community. Going forward CV Edge will switch to a webpage format to allow the committee to be more active and allow members to continue to interact with past publications.

### **5. Registry Update**

D. Chipperfield acknowledges and thanks the registry committee that meets monthly and have a current connection to the use of Cardiologica. The registry software has been completed and the template agreements have been completed and signed by legal counsel. The agreements have been distributed to current Cardiologica sites in Ontario and Quebec. Once the agreements have been signed the registry functionality can then be turned on to start producing reporting. The registry committee has a plan to recruit sites within each individual province and not just Ontario and Quebec.

### **6. Membership Update**

Dr. Yeung acknowledges S. Black for her contributions to the membership committee. Dr. Yeung will take over as chair of the Membership committee.

- 125 members; Associate- 1, Regular- 97; Retired- 6, Student- 21
- 156 members last year
- This year the committee implemented a tiered membership module which included different incentives and savings at each level.
- Bronze- membership and JCRP
- Silver- membership, JCRP and conference registration
- Gold- membership, JCRP, conference registration and webinars.
- The committee is now working on a CACPR fellowship.

### **7. Webinar Update**

The goals of the committee are to provide evidence-based education to the CACPR membership and affiliates as well as provide volunteer opportunities for trainees and members to contribute to the knowledge dissemination. In 2022 there will be 6 paid webinars as well as 3 free webinars (International theme, Student award winner and registry update). There will be a paid fall workshop in November. Dr. Colella acknowledges and thanks all the members of the webinar committee.

### **8. Financial Update**

In the past revenues declined as the CCS began withdrawing support to organizations as well as membership revenue declined. The decline in revenues cause CACPR to develop a new operating module which has moved CACPR from a deficit to a surplus position. The surplus is in part due to the CEBA loan provided by the government. For 2022 CACPR was conservative in their budget which projects a \$12, 000 deficit.

2021 Revenues

Spring Conference	\$39,500
Publications	\$1,548
Journal	\$2,520
Memberships	\$19,605
Other	\$20,631
Cardiac Residual Risk	\$4,496
Cardiac Registry	\$3,900
Bayer Multi-Project	\$15,503
Web Education	\$13,675

2021 Expenses

Spring Conference	\$33,750
Professional Fees	\$1,000
Office and General	\$7,523
Management Fees	\$37,203
Journal	\$2,355
CV Edge	\$956
Cardiac Residual Risk	\$4,496
Cardiac Registry	\$3,900
Web Education	\$14,696

Financial Summary

	2021	2020
Revenues	\$121,378	\$137,556
Expenses	<u>\$94,377</u>	<u>\$138,803</u>
Deficit	\$27,001	(\$1,247)

Reserves

Financial results from 2018 onwards have improved significantly. CACPR achieved a comfortable surplus in 2021 due, in part, to \$20,000 worth of government COVID-19 CEBA funding.

Funds Balances 2014-2021

2014	2015	2016	2017	2018	2019	2020	2021
\$283,471	\$211,737	\$101,472	\$50,330	\$39,594	\$36,165	\$34,918	\$44,969

**2.2 2022 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. Due to expected post-COVID challenges for conference revenue, the budget for 2022 projects a moderate deficit. However this estimate is conservative and we hope to do better.

2022 Budget Revenues

Web Education	\$14,000
Publications	\$1,000
Memberships	\$20,000
Journal	\$2,520
Bayer Multi-Project	\$35,643
Cardiac Residual Risk	\$1,920
Cardiac Registry	\$1,917
Spring Conference	\$23,500

2022 Budget Expenses

Web Education	\$23,702
Spring Conference	\$22,450
Professional Fees	\$1,000
Systematic Review	\$11,140
Journal	\$2,520
CV Edge	\$1,000
Cardiac Residual Risk	\$1,620
Cardiac Registry	\$3,900
Office & General	\$7,825
Management Fees	\$37,515

2022 Budget Revenue	\$150,499
2022 Budget Expense	<u>\$162,972</u>
2022 Budget Deficit	\$(12,473)

New Funding Sources

- In 2019, CACPR acquired a funding commitment from Bayer to re-establish and grow the Cardiac Registry Project. Project development in underway.
- In 2020, an additional corporate commitment to this project in the amount of \$130,000 (Cardiac Residual Risk Project) occurred and multiple pharma organizations have expressed interest in also contributing.
- As a result of Bayer funding obtained in 2018, CACPR has also been continuing to develop new webinar and other educational content. The scale of such web based educational products is proving to be popular and is providing for additional revenue of 16k expected in 2021.
- In 2021, CACPR applied for and was granted a \$60,000 CEBA load of which only \$40,000 must be repaid by Dec 2023. The other \$20,000 was taken into income.

**2.3 2022 Appointment of Public Accountant**

**2.3.1 Motion to waive appointment of a public accountant for 2022**

Motion to waive appointment of a public accountant for 2022- C. Yeung / S. Bacon

## 9. CACPR Elections

### The 2022-2023 Nominating Committee

- Kathryn Brisco (Secretary)
- Dylan Chipperfield (Past-President)
- Tracy Selway (Board Member)
- Carolyn Baer (Member at Large)

By acclamation, CACPR elected 5 members to the CACPR Board of Directors for a three-year term, beginning June 2022.

Four returning board members: C. Yeung, B. Moran, M.K. Ross, D. Fernandes and W. Mampuya

CACPR Student Board Member Position 1 year appointment; C. Wood

K. Brisco acknowledges and thanks B. Bitondo and C. Baer for their contributions to the CACPR Board of Directors.

### The 2022-2023 Board of Directors Slate

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

#### 9.1 Motion to approve the 2022 – 2023 Board of Directors slate

Motion to approve the 2022 – 2023 Board of Directors slate. K. Brisco / G. Fogg

Student award winner Olivia Du makes a presentation on Sex Differences and Predictors of Post-Stroke Depressive Symptoms at Entry to Cardiovascular Rehabilitation: A Retrospective Study

## 10. Adjournment

Motion to adjourn the 2022 AGM meeting. D. Chipperfield / N. Turnball