

Secretary-Treasurer: Breay Paty
Recorders: Inika Anderson, Pam Gosewich

MINUTES

1. Reading of the Official Notice of the Meeting
Dr. Heather Lochnan, CSEM President, called the Annual General Meeting (AGM) to order at 8:07 pm. Notice of the AGM was emailed to members on August 27, September 17, October 20, October 26 and November 10. The notice and materials were also posted on the CSEM website. Quorum has been achieved for this meeting with 39 voting members present.
2. Approval of Agenda
The agenda was approved as submitted.
Motion 20-01 that the Agenda for the November 16, 2020 CSEM AGM be approved.
Moved by Samantha Kellett; seconded by Alice Cheng. Carried.
3. Approval of the 2019 AGM Minutes
The minutes were approved as submitted.
Motion 20-02 that the minutes of the October 5, 2019 CSEM AGM be approved.
Moved by Alice Cheng; seconded by Samantha Kellett. Carried.
4. President's Report (*report appended*)
Dr. Heather Lochnan presented an update on CSEM's activities over the last year as per appended report.
5. Secretary-Treasurer's Report
 - a. Financial Statements to May 31, 2020
Dr. Breay Paty, Secretary-Treasurer, presented the audited 2019-2020 financial statements (appended) showing an excess of revenue over expenses in the amount of \$6,917. The financial statements were approved as submitted.
Motion 20-03 to approve the 2020 audited financial statements.
Moved by Naomi Severin; seconded by Dan Metzger. Carried.

The 2020-2021 Budget as approved by CSEM Council was presented to members for their information.
 - b. Appointment of Auditors
Motion 20-04 that Marcil Lavallée, Chartered Accountants, are appointed as CSEM's auditors for 2020-2021.
Moved by Robert Josse; seconded by Cathy Murray. Carried.

6. Nominating Committee Report (*report appended*)

a. Review of Directors' Terms and Renewal

Dr. Jean-Patrice Baillargeon, Past-President, presented the Nominating Committee report as appended. Directors Donna Vine and Ferhan Siddiqi have completed a first term as Council Directors and were invited to renew for a second three-year term.

b. Appointment of CPD Chair

Dr. Céline Huot, CPD Chair, has completed her second term on Council. As per CSEM bylaw 51 *Role of Officers*, the Nominating Committee recommends that Dr. Huot remain on Council as an Officer until the 2021 AGM. Dr. Huot's consistent leadership and expertise in this role is necessary to help ensure CSEM's successful reaccreditation in 2021 as an accredited provider with the Royal College of Physicians and Surgeons of Canada.

c. Presentation of Slate of Proposed Council Members

Dr. Jean-Patrice Baillargeon presented the proposed slate of Council Members, as approved by CSEM Council on November 10, 2020.

d. Election of Renewing Council Members

Motion 20-05 that CSEM members elect Dr. Ferhan Siddiqi as a Director of CSEM Council for a 2nd three-year term, 2020-2023.

Moved by Robert Goldberg; seconded by Cathy Murray. Carried.

Motion 20-06 that CSEM members elect Dr. Donna Vine as a Director of CSEM Council for a 2nd three-year term, 2020-2023.

Moved by Zaina Albalawi; seconded by Mahua Ghosh. Carried.

Motion 20-07 that CSEM Council appoints Dr. Céline Huot as an Officer in the role of CPD Chair until the Annual General Meeting in 2021.

Moved by Chris Kovacs; seconded by Anne-Marie Carreau. Carried.

7. Committee Reports

a. CPD Committee

Céline Huot, Chair, encouraged members to complete the Needs Assessment Survey to ensure the relevancy of CPD programs. The annual Knowledge Transfer Activities and a new and Evening of Science session will be offered in first quarter of 2021.

b. Guidelines Committee

Adam Millar, Chair, reported that the Committee reviewed and endorsed the [Canadian Adult Obesity Clinical Practice Guidelines](#).

c. Awards Committee

Stephanie Kaiser, Chair, reported on a new multi-year research grant funded by the Thyroid Foundation of Canada and administered by CSEM. The award is \$50,000 per year for two years to support research in thyroid disease that impacts patient care. The Dr. Harvey Guyda Educator of the Year award and the Dr. Robert Volpé award were not offered this year due to the pandemic and virtual conference. No submissions were received for the Young Investigator award. The Dr. Fernand Labrie Research Fellowship grant was awarded to Dr. Cathy Sun, Ottawa.

d. Quality Improvement Committee

Ferhan Siddiqi, Chair, reported that the committee has been less active over past six months. There was good QI content at the professional conference; CSEM continues to participate in the Choosing Wisely Canada initiative.

8. Executive Director's Report

Inika Anderson, Executive Director, presented CSEM's first ever Annual Report (appended). Membership increased this year from 512 in 2019 to 534. A new membership category, Active – Recent Grad, is helping to transition recent graduates to become full-time members. The focus of the Society's work for the upcoming year will be a CDP needs assessment, re-accreditation with the Royal College, and strategic planning.

9. Other Business

No other business was raised.

10. Adjournment

The meeting was adjourned at 21:01 ET.

Motion to adjourn the meeting.

Moved by Naomi Severin; seconded by Anne-Marie Carreau. Carried.