

Alberta Shorthand Reporters Association

Minutes of Annual General Meeting

Sunday, November 1, 2020, Via Video Conferencing

Council Members Present: Elise Eichmuller, Lindsey Byrt, Jody Yankowski, Christy Longacre, Sashya Churchill, Celine Erickson, Linda Hallworth, Angela Porco

I. WELCOME & CALL TO ORDER

- a. Elise Eichmuller welcomes the membership, introduces Parliamentarian Jason Gariepy and council members, and reviews the video conferencing protocols and online voting procedures.
- b. Jason Gariepy calls meeting to order at 12:10 p.m. Quorum achieved with 100 attendees.

II. ADOPTION OF THE AGENDA

- a. L. Byrt moved to approve the agenda of the meeting. **MOTION CARRIED**

III. APPROVAL OF MINUTES FROM SEPTEMBER 29, 2019, AGM

- a. The minutes of the Annual General Meeting of September 29, 2019, reviewed by the membership in attendance. C. Longacre moved to approve the minutes. **MOTION CARRIED**

IV. OFFICER REPORTS

a. PRESIDENT'S REPORT – E. EICHMULLER

- i. 2020 Spring Seminar and Fall Conferences cancelled due to pandemic health risks. 2021 Spring Seminar will be held online.
- ii. Advised the membership that this will be her final term as president and board member, thanking the board and members for their support
- iii. Advised of meetings and advocacy on behalf of ASRA with the Chief Justice, Associate Chief Justice, Minister of Justice, Bar Association, and Law Society
- iv. Advised of development of video conferencing protocols for Questionings in cooperation with a Law Society subcommittee
- v. Advised of increase request for referrals of ASRA by external parties for online captioning, real-time captioning, and real-time reporting services due to increase in pandemic-related online meetings and conferences. Members encouraged to include their scope of practice and contact information in their membership profiles. Discussed how the public can contact members for referral via membership listings on the ASRA website.
- vi. Advised that new fields on the ASRA website include the option of firm owner. Discussed that any firm owners wanting to include a new firm on the drop down menu are to advise ASRA via email
- vii. Discussed that ASRA received an external complaint. In following its bylaws and doing due diligence, ASRA hired a third-party investigator to conduct a review to

determine whether any disciplinary action was required. The third-party investigator determined no discipline hearing or further action was required.

b. TREASURER'S REPORT – J. YANKOWSKI

- i. Advised revenues and expenses for 2020 seminars/conferences both down due to pandemic. Discussed that Spring conference and Fall convention expenditures noted in Financial Report are for 2019/2020 events falling within ASRA's fiscal year
- ii. Advised insurance fees will appear in next year's financial report as this expenditure occurred after the fiscal year-end.
- iii. Advised professional fees incurred for third-party investigator and report. Discussed general related expenses pertaining.

c. REGISTRAR'S REPORT – L. BYRT

- i. Advised the 100 attendees of this AGM exceeded the 70 attendees who RSVP'd for the event. The AGM to be recorded and all members wishing to view the recorded meeting will have access and will also be eligible for CEUs per the guidelines set.
- ii. Advised the reduced number of CSRs correlated to the increased number of Participating members due to nonpayment of dues, generally. A few members moved out of province or retired.
- iii. Advised the reduced number of Student members reflects the disruption in students proactively registering with the Association.
- iv. Advised total membership increased

V. NEW BUSINESS – L. BYRT

- i. Advised that the credit block extension and reduced membership fees due to the pandemic does not release members from their obligation to pay their membership fees by December 31st. Any CSRs not submitting their membership fees on or before the deadline will lose their designation.

VI. COUNCIL ELECTIONS

- i. Election of Lindsey Byrt as president. Nominated by L. Bilocerkowec
- ii. Election of Kristen DiRocco. Nominated by M. Desmarais-Moen
- iii. Election of Kate McLeod. Nominated by Roxanne Johanson

VII. INSTALLATION OF OFFICERS

- i. Tabled until first board meeting of the 2020-2021 term

VIII. CLOSING COMMENTS BY E. EICHMULLER

- i. Event prize draws will be announced post AGM

IX. ADJOURNMENT

- i. E. Royal motioned to adjourn at 12:55 p.m.

Submitted by Linda Hallworth, ASRA Secretary, 2020-2021

