

Alberta Shorthand Reporters Association

Minutes of Annual General Meeting

Saturday, September 25, 2021, Via Video Conferencing

Council Members Present: Lindsey Byrt, Jody Yankowski, Christy Longacre, Celine Erickson, Kristen DiRocco, Katie McLeod

I. WELCOME & CALL TO ORDER

- a. Lindsey Byrt welcomes the membership, introduces Parliamentarian Jason Gariepy. It was discussed how the meeting will be conducted – rules during the video conferencing, polls, a few ground rules.
- b. Jason Gariepy calls meeting to order at 12:18 p.m. Quorum achieved.
- c. A copy of today's agenda is shared on the screen, asking the membership to look at it and advise if there are any changes.

II. ADOPTION OF THE AGENDA

- a. E. Royal moved to approve the agenda of the meeting. **MOTION CARRIED**

III. APPROVAL OF MINUTES FROM NOVEMBER 1, 2020, AGM

- a. The minutes of the Annual General Meeting of November 1, 2020, reviewed by the membership in attendance. There was a delay in the poll to membership. Ashlee Lay moved to approve the minutes. **MOTION CARRIED**

IV. OFFICER REPORTS

a. PRESIDENT'S REPORT – L. BYRT

- i. Advised the ASRA did not expect to be holding another virtual conference this fall.
- ii. Advised the 2020 Spring Seminar and Fall Conferences were cancelled due to COVID-19 pandemic health risks. 2021 Spring Seminar was held online
- iii. Advised that the ASRA is glad to have been able to open up the Spring 2021 Conference Canada-wide. We had 140 attendees at the spring conference, which is a new record!
- iv. The ASRA hopes to be back to in-person conferences by the fall of 2022
- v. Advised Elise (former president) has been very helpful with the transition of L. Byrt becoming the ASRA's new president.
- vi. Advised that MeetApp has become the virtual conference platform that the ASRA has adopted. It's been a lot of work navigating it, as we are still learning.
- vii. Advised the ASRA offered the Step Challenge to its members after the 2021 Spring Conference. 40 participants signed up in June. A lot of 15,000 - 20,000 steps a day for some members. Way to go!

- viii. Advised that Alberta court reporters are very busy, which is a reason the ASRA came up with the banner idea for this 2021 Fall Conference.
- ix. Advised the ASRA is looking forward to posting more job opportunities on the ASRA website to keep up with the demand from firms

b. TREASURER'S REPORT – J. YANKOWSKI

- i. Advised that membership fees were lower due to the following:
 - No 2020 spring conference due to COVID
 - Providing the membership a discount for the 2021 year
- ii. Advised the fees for 2021 Spring and fall conference this year are down.
- iii. NAIT scholarship was done again.
- iv. Advised the ASRA insurance covers association liability and is paid every two years

c. REGISTRAR'S REPORT – K. MCLEOD

- i. 2020/2021 membership data report presented
- ii. Advised there were 7 new registrants for CRS(A)
- iii. Advised there was only one person who cancelled their membership due to relocating out of Alberta
- iv. Advised everyone paid their membership dues on time
- v. Advised there were 37 to 35 participating members
- vi. Advised there were 80 students at the beginning year with 20 new registrants. There were 2 intakes of students: One intake in May and one in September. Welcome, students! We're excited to have you here.
- vii. Advised the total membership went from 272 to 278, an increase in numbers.
- viii. Advised membership renewal starts Friday, October 1, and a reminder will be e-mailed out to the membership.
- ix. Our membership starts oct 1, Friday.

V. NEW BUSINESS – L. BYRT

- i. No new items raised.
- ii. Asked membership if there is any new business they'd like to bring up with the membership.
- iii. Roxanne Johanson asked about the point block and how it works due to the pandemic
- iv. Katie MCLeod Advised that because of the pandemic, the ASRA added a year to the block for CE credits. Usually it would be a 3-year block to get 30 credits, but due to the pandemic, the ASRA extended that to a 4-year block due to there not being a lot of opportunities to gain credits. The ASRA gave an extra year to the 3-year block to obtain those credits.
- v. Advised that at midnight on October 1 an auto generated e-mail will be sent out to the membership advising that memberships will be paused until payment is initiated. Please sign into the ASRA website and pay for your membership for the year.
- vi. A member of ASRA asked if "Maternity leave pause for points." Council advised there is currently no option to pause points for maternity leave

and will discuss at the next council meeting. **MOVED TO REGISTRAR'S REPORT**

VI. COUNCIL ELECTIONS

- i. Angela Porco nominated Sharalee Morrison - Accepted
- ii. Kristen DiRocco nominated Amber Tudor - Accepted

VII. CLOSING COMMENTS BY L. BYRT

- i. Gave thanks to former council members Jody Yankowski for her 4+ years of service in different positions, and Linda Hallworth for all her wisdom in the legalities of the association. We've all benefited immensely from your contributions.
- ii. Thank you to all the current council members for their dedication and experience in moving to hosting conferences online.
- iii. We are hopeful we can have the next AGM in person
- iv. There was a question raised by one of the members: Is there a student council member? Answer: yes. It'll be brought up at a later date.

VIII. ADJOURNMENT

- i. R. Long motioned to adjourn at 12:55 p.m.

Submitted by Celine Erickson, ASRA Vice-President, 2021