

ANNUAL GENERAL MEETING MINUTES

Date:	Thurs, Nov 28, 2023	Time:	5:15 - 7:00 PM
Location:	The Refinery 1115 Granville St Vancouver, BC V6Z 1M1	Access Information:	In person or virtual Please click the link below to join the webinar: https://himss.zoom.us/j/99775537649 Passcode: 999243
Last Meeting:	Nov 15, 2023	Next Meeting:	November 2025

Agenda Item	Responsible	Schedule	Time	Purpose
Welcome	President	5:30 PM	5	
Call to Order and Establish Quorum	Secretary	5:37 PM	1	<ul style="list-style-type: none"> Establishment of Quorum: 5 needed # participants in person: 50 # participants online: 3 5 voting members establish a quorum. Quorum confirmed
Approval of Agenda	Secretary	5:38 PM	2	<ul style="list-style-type: none"> Motion to Approve 2024 AGM Agenda: Sarah Mallerby Seconded: Jared Penner No additions or amendments In Favour: 50 Opposed: 0 Abstained: 0 Motion: Carried
Review and Approval of Minutes	Secretary	5:40 PM	1	<ul style="list-style-type: none"> Motion to approve October 2023 AGM Minutes: Kaitlyn Shaw Seconded: Brigitte Mettler In Favour: 50 Opposed: 0 Abstained: 0 Motion: Carried
BCHIMSS Vision, Mission & Purpose	President Elect	5:41 PM	4	<ul style="list-style-type: none"> Focus on providing value and networking opportunities for our members
Nominating Committee Update	Past President	5:45 PM	5	<ul style="list-style-type: none"> Outgoing Board Members - Rachel Barker (Past President), Sian Crothers (Sponsorship)

				<ul style="list-style-type: none"> • Current Board Members - Kaitlyn Shaw (President), Jennifer Charters (Past President), Danae Avey (President Elect), new - Jelena Kalyvas (Secretary), Stephanie Chicoine (Treasurer), Mauree Matsusaka (Memberships), Joumana Ghali (Sponsorship), Monika Dhaliwal (Programming), Naima Sale mohamed (Conference), Maggie Wei (Partnerships), new - Lentic Li (Mentorship & Volunteer)
Officer Reports Year-In-Review	Past-President	5:50 PM	5	<ul style="list-style-type: none"> • Successful Spring Conference occurred May 3 that focused on improving health equity • Multiple socials both in fall and spring • 2 completed learning events • New Instagram Account created • Membership grew to over 900 members • Micro-volunteering program launched to lower volunteer participation barrier • Membership survey indicated room to grow in engagement opportunities
Treasurer's Report	Treasurer	5:55 PM	5	<ul style="list-style-type: none"> • Review of Treasurer's report showed positive FY23/24 balance • Costs have increased in the landscape • Ask for members to purchase tickets early to conference • Healthy budget going into conference • thank you to financial committee review • Partnership with PHSA - supporting with sponsorship for the data summit which allowed for more unique partnership • Large jump in conference host fees • Motion to Approve the BCHIMSS 2023/2024 Financial Statements: Mauree Matsusaka • Seconded: Maggie Wei • No additions or amendments

				<ul style="list-style-type: none"> ● In Favour: 50 ● Opposed: 0 ● Abstained:0 ● Motion: Carried
President's Remarks - Year Ahead	President	6:00 PM	5	<p>Key areas of focus for the year are:</p> <ul style="list-style-type: none"> ● Education - ensure members feel up to date of what is taking place in the province. ● Connection - getting members feeling engaged ● Membership growth & engagement - leverage social platforms for more regular communications and listening to BC HIMSS community ● Volunteer & Patient Engagement - looking at how to support easier access for volunteers ● Patient Engagement - Bringing a patient partner in for conference planning. ● Mentorship - continue to grow mentorship programs or micro-mentorships
Director Updates Sponsorship Update	Directors	6:05 PM	15	<ul style="list-style-type: none"> ● Sponsorship Update - Thank you to sponsors, 23/24 first year back to hosting in-person events, updated sponsorship options. ● Membership Update - OA affiliates, goals to increase memberships, launch orientation program, support OA through programming & Campaigns. F ● Mentorship Update - Great feedback from inaugural year, launched mentorship for 2024 with improvements based on feedback. Mentorship program registration and mentee enrolment. Speed Mentoring Event target February. More details to come in December. ● Communications Updates: increased engagement online (including giveaways), updated our website, launched an instagram account.

				<ul style="list-style-type: none"> ● Partnerships Update - build relationships with local and regional organizations, patient voices network, educational institutions, health tech organizations. Strong partnership with Beedie from SFU that are supporting events around digital tech. Looking to support more partners abroad. Ideas and comments ca ● Programming Update: Focus on having more in-person events, more regional events, confirming venue for conference (bigger venue); partnership event - BC Digital Health Forum (Nov 24th) - Design Thinking Workshop ● Conference - May 9th 2025 - At Fairmont hotel vancouver. More details to come.
Open Q&A	All	6:20 PM	8	<p>Question:</p> <ul style="list-style-type: none"> ● Engagement of new members, looking at existing professionals or colleges/universities - how is reach being supported. ● Answer: Engaging Academic partners (SFU/UVIC) and through networking/cross promotion - will support getting the word out and those interested in healthcare. Also leverage speed mentoring events to support engagement of students. <p>Question:</p> <ul style="list-style-type: none"> ● Bursaries for the conference? ● Answer: not implemented. There is a student rate and a volunteer rate. <p>Question:</p> <ul style="list-style-type: none"> ● Any success or opportunities to leverage international himss? ● Answer: We are working to partner with the other chapters - SK will host an online event. Looking at cross canadian continued learning. International

				<p>HIMSS - leveraging them for ideas, speakers, themes.</p> <p>Question:</p> <ul style="list-style-type: none"> ● Presence in First Nations Communities? ● Answer: we have FNHA as an OAP. We are interested in health informatics in Indigenous communities - would like to learn more.
Adjourn	Secretary	6:28 PM		<ul style="list-style-type: none"> ● Motion to adjourn the BCHIMSS 2024 AGM: Kaitlyn Shaw ● Seconded: Danae Avey ● No additions or amendments ● In Favour: 50 ● Opposed: 0 ● Abstained:0 ● Motion: Carried