



## Minutes

### 2021 Annual General Meeting

**Date:** Friday June 4, 2021 from 1:30 to 2:00 P.M EST

**Location:** Online (Zoom)

#### 1. Welcome and Opening Remarks

##### 1.1 Motion to Approve Agenda

Motion to Approve the Agenda – C. Baer / T. Selway

##### 1.2 Minutes from the Annual General Meeting of May 29, 2020

###### 1.2.1 Motion to Approve Minutes

Motion to approve the Annual General Meeting of May 29, 2020 – T. Selway / C. Baer

##### 1.3 Report from the President

CACPR Executive Committee and Board of Directors meet monthly, in addition to the many working groups. This past year has provided many continuous changes resulting in virtual events such as the Spring Conference, the AGM and webinars. CACPR Webinars have included topics such as COVID-19 and Cardiac Rehab Prevention, with great attendance. Reports have indicated that product offerings are moving in the right direction.

In 2020 / 2021 CACPR collaborated with the Heart and Stroke Foundation to develop a tool kit for virtual care to support the delivery of Cardiovascular Rehabilitation and Secondary Prevention. CACPR is keen to build on existing and create new partnerships.

#### 2. Guidelines Update

Dr. Simon Bacon outlined the new guideline structure which consists of using strong evidence-based recommendations, using an implementable format and the literature will be viewed using a formal recognized system. The Guidelines will be easily accessible, and continuously reviewed for updates with the development of tools to support the guidelines.

The Exercise guideline group is still active, despite the disruption of COVID-19, and will be finished in the coming months. More information to be released in the summer regarding the upcoming General Behaviour Change and Nutrition groups.

#### 3. Module Update

CV Risk Factors Module is complete and available for purchase. Additional Modules in progress include: Physical Activity, Psychosocial, Nutrition, Patient Management and Medication. Currently working on creating a COVID-19 Module to be released in the fall.

#### 4. CV Edge Update

New representation on the editorial board includes the new president of BACPR and a CACPR student member. Publications have been difficult due to the pandemic; however, a Cardiac Rehab and COVID-19 issue was published

in January 2021. Upcoming issues will include Atrial Fibrillation, Obesity and Exercise Prescription. A member survey is in the works for feedback on the publication.

## 5. Registry Update

The development of the IT infrastructure of the new registry has been the main focus with the development of key partnerships. An MOU agreement with Q-Statistic and participating site agreements with CACPR are in progress. Registry-ready sites have submitted data to the CorHealth Measurement Project. The future goals include finalizing agreements, defining a minimal (micro) data set, engage and support sites nationally and to continue to explore partnership opportunities to increase the value of the registry.

## 6. Membership Update

- 142 members; Associate: 9 (6%), Regular: 94 (66%), Retired: 4 (3%), and Student: 35 (25%)
- 36 new members to date for 2021
- Recorded 184 members last year
- Membership committee now has four participants
- Membership Committee is currently surveying members and non members as well as looking into developing a fellowship

## 7. Webinar Update

In 2020 there were 4 free and 10 paid webinars. To date for 2021 there have been 5 paid and one free COVID-19 webinar which was the most popular with over 300 attendees. The Webinar Committee is currently composed of four board members, along with four new members. Webinars for the remainder of 2021 have been identified and the 2022 webinars will be identified prior to member renewals. In February a Heart Health webinar bundle was offered and will be considered for 2022 also.

## 8. Financial Update

### 2020 Revenues

Spring Conference	\$20,620
Publications	\$3,292
Journal	\$3,180
Memberships	\$23,370
Corp. Contributions	\$25,626
Cardiac Residual Risk	\$43,620
Cardiac Registry	\$3,900
Annual Symposium	\$1,400
Air Quality Project	\$568
Web Education	\$12,880

### 2020 Expenses

Spring Conference	\$33,750
Professional Fees	\$1,000
Office and General	\$8,122
Management Fees	\$34,635
Journal	\$2,801
CV Edge	\$1,700
Cardiac Residual Risk	\$43,620
Cardiac Registry	\$3,900
Annual Symposium	\$871
Air Quality Project	\$568
Other	\$1,287
Web Education	\$21,987

Financial Summary

	2020	2019
Revenues	\$137,556	\$113,350
Expenses	<u>\$138,803</u>	<u>\$116,778</u>
Deficit	(\$1,247)	(\$3,428)

Reserves

Financial results from 2018 onwards have improved significantly. A balanced budget is expected for 2021 with an additional 10K coming available via a government COVID program (CEBA). This additional funding (not included in the approved budget) should provide a surplus in 2021 and help rebuild reserves.

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 2021 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. The budget for 2021 is balanced with expectation of some government COVID funding to help provide for some surplus. An application for this funding is underway.

2021 Budget Revenues

Web Education	\$16,000
Publications	\$2,500
Memberships	\$23,500
Journal	\$3,180
Health Canada	\$2,784
Bayer Multi-Project	\$51,146
Cardiac Residual Risk	\$56,416
Cardiac Registry	\$3,900
Spring Conference	\$23,000

2021 Budget Expenses

Web Education	\$33,702
Spring Conference	\$20,450
Professional Fees	\$1,000
Systematic Review	\$11,443
Journal	\$3,180
CV Edge	\$6,000
Cardiac Residual Risk	\$56,416
Cardiac Registry	\$3,900
Office & General	\$6,300

Air Quality Project	\$2,784
Management Fees	\$636,000
Other	\$1,200

2021 Budget Revenue	\$182,425
2021 Budget Expense	<u>\$182,374</u>
2021 Budget Deficit	\$ 51

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.

**2.3 2020 Appointment of Public Accountant**

**2.3.1 Motion to waive appointment of a public accountant for 2021**

Motion to waive appointment of a public accountant for 2021 was approved

**9. CACPR Elections**

By acclamation, CACPR elected 4 members to the CACPR Board of Directors for a three-year term, beginning June 2021.

Four returning board members: D. Chipperfield, T. Selway, T. Colella and L. Cotie.

CACPR Student Board Member Position 1 year appointment; B. Bitondo

The 2020-2021 Board of Directors Slate

President	Dylan Chipperfield
Vice President	Diamond Fernandes
Past President	Tracy Selway

Treasurer	Colin Yeung
Secretary	Kathryn Brisco
Director	Breanna Bitondo
Director	Carolyn Baer
Director	Tracey Colella
Director	Lisa Cotie
Director	Bruce Moran
Director	Marie-Kristelle Ross
Director	Kathleen Turner
Director	Warner Mampuya

**9.1 Motion to approve the 2021 – 2022 Board of Directors slate**

The 2021-2022 Board of Directors slate was approved

**10. Adjournment**

Meeting was adjourned