

**Canadian Association for Health Humanities Annual General Meeting  
Assemblée générale annuelle de l'Association canadienne des sciences humaines  
en santé**

**Hamilton, Ontario, Canada  
12 April/Avril 2019, 12h15-13h40 (EDT/HAE)  
David Bradley Health Sciences Centre**

*Minutes/Procès-verbal*

**1. Call to Order & Welcome**

- a. *Tom Rosenal, CAHH President*, welcomed attendees and formally opened the meeting.

**2. Establishment of Quorum**

- a. *Tom Rosenal, CAHH President*, established a quorum of members present to begin the business of the meeting.

**3. Comments and Introductions**

- a. *Sarah de Leeuw, CAHH Vice-President* briefly reviewed procedures for the AGM, including Robert's Rules of Order. She invited members to be active participants.

**4. Approval of Agenda**

- a. The AGM agenda was moved for approval by member *Jocelyn Bennett* and seconded by member *Alan Bleakley*. No additional items were added from the floor and no corrections were needed. The motion to approve the agenda was accepted as presented.

**5. President's Report**

- a. *Tom Rosenal, CAHH President*, provided an overview of the activities and work of the Executive and the CAHH/ACSHS as a whole since the previous AGM in Halifax, Nova Scotia. Specifically, he noted that CAHH is now incorporated as a non-profit organization with plans to gain charitable status in the future. Significant work has been invested by the CAHH executive to revise the organization's constitution; these changes will be presented later in the AGM. Over the last several months, the executive has been longitudinally involved with Joyce Zazulak and Shane Neilson, the co-organizers of Creating Space IX. In step with that process, the CAHH exec is looking to draw on the wisdom of past conference organizers establish a systematic and task list to help facilitate the organization of further Creating Space conferences. The CAHH exec has now created a new website and members are invited to send information for posting to *Brett Schrewe, CAHH Secretary*. We have also created a logo and partnered with Ars

Medica, supported through our funding from Associated Medical Services.

The CAHH exec recognizes the need for a better sense of the national and local landscapes of health humanities in Canada. We are drawing upon an environmental scan by member *Allan Peterkin* and *Monica Kidd* to help inform this process. We have been somewhat limited in increasing the scope of activities by our numbers; we are an exec of four and do not yet have an advisory council. We have been supported by an anonymous donor in the creation of the Peterkin-Brett MacLean Award, a \$500 award to be presented annually to the best learner presentation at Creating Space.

To the report, member *Alan Bleakley* added that the scoping review that member *Allan Peterkin* and others have written is due to come out in the Routledge Handbook of Health Humanities in July 2019).

The President's Report was moved for approval by members *Martina Kelly* and seconded by *Frances Kilbertus*. There was no further discussion from the floor, and the report was accepted as presented.

#### **6. Secretary/Communications Officer Report**

- a. *Brett Schrewe*, *CAHH Secretary*, provided an overview of membership numbers, followed by a discussion of the website and social media activities. He also reminded the membership of the new e-mail address. He discussed the monthly meetings of the executive, the ongoing involvement with the CSIX organization team, the guest editorial that the exec wrote for the February 2019 issue of *Ars Medica*, and plans in the works to develop stronger partnerships with two other Canadian journals.

The Secretary/Communications Officer Report was moved for approval by members *Wendy Stewart* and seconded by *Maurianne Reade*. To the report, member *Pam Brett-MacLean* briefly mentioned the planned shifting over of listserv from AHSSM to CAHH, while member *Wendy Stewart* asked about other possibilities to disseminate health humanities opportunities. There was no further discussion from the floor, and the report was accepted.

#### **7. Financial Reports**

- a. *Ayelet Kuper*, *CAHH Treasurer*, provided CAHH's overall financial statement through 31 December 2018 and support from the auditor about not having to declare cash flows collected by CAHH on behalf of local Creating Space conference registration. The budget was also presented and the membership was informed that all current memberships will go until the end of 2019. Projections for the budget

are using conservative estimates, and there is also \$5000 set aside to help support/fund Creating Space as needed. CAHH is further committed to support Ars Medica for the next year. As it is, we currently have a lot of money saved, but this is in the context of not having any current payments going to admin personnel, no Advisory Council, and no other current activities.

The Overall Financial Statement and Report was moved for approval by members *Jocelyn Bennett* and seconded by *Maurianne Reade*. Member Michael Roberts asked about CAHH funding beyond the first 36 months. Member *Jocelyn Bennett* indicated that the funding from AMS was originally for the first three years but there may be further coming. *Ayelet Kuper* noted that we are still in early days of the organization; we will need to develop a better sense of how funds come in and out over the next year to have a clearer idea going forward about future needs/sustainability, et cetera. There was no further discussion from the floor, and the Overall Financial Statement and Report was accepted.

#### **8. Auditor's Report**

- a. *Ayelet Kuper, CAHH Treasurer* then presented the Auditor's Report. Formal findings indicated that no problems were encountered, no unusual transactions were identified, and no concerns were found by the auditor.

The Auditor's Report was moved for approval by members *Barbara Sibbald* and seconded by *Jocelyn Bennett*. Member *Michael Roberts* wanted to know what the cost of the auditor was. *Ayelet Kuper* noted it was around \$2500, and as an incorporated entity, it was a mandatory cost. There was no further discussion from the floor, and the Auditor's Report was accepted.

#### **9. Appointment of Auditor for Ensuing Year**

- a. *Ayelet Kuper, CAHH Treasurer* then provided an overview of the proposed auditor for the following year, Ouseley Hanvey Clipsham Deep LLP (the same as the previous year). She noted that this auditor has been used by the Canadian Association of Medical Educators, is based in Ottawa, and has significant comfort both with groups whose directors change frequently and inter-provincially and medical groups.

The Motion to Appoint Auditor for the Ensuing Year was moved by member *Wendy Stewart* and seconded by member *Rowland Nichol*. There was no further discussion from the floor, and the motion was accepted.

## 10. Membership Fee Review

- a. *Ayelet Kuper, CAHH Treasurer* discussed membership fees in more detail. The proposed plan is that the executive may consider increasing fees for 2020 for those who can pay more. She asked specifically for a window of time to review the current fee structure for membership and to consider that the general member category might go up to a maximum 100\$, allowing CAHH to potentially offer learner discounts and to artists/performers as well.

The motion to accept this exploration of the membership fee structure was moved by member *Maurianne Reade* and seconded by member *Arno Kumagai*. Discussion then followed from members from the floor. Member *Mike Roberts* wondered if retired physicians could be added as a category, while member *Allan Peterkin* wondered about \$75/year instead. *Ayelet Kuper* indicated that the CAHH exec might very well settle on \$75/year but wanted the latitude to potentially increase to \$100, certainly as we also have extra fees built into processing memberships and registration. Another member asked about a “pay what you can” category, while CAHH VP *Sarah de Leeuw* brought up the possibility of certain members wanting to pay more. Member *Rowland Nichol* wondered if the exec would attempt to capture the same amount of revenue to fund an expanded framework, while member *Wendy Stewart* wondered what the intent was moving forward. *Ayelet Kuper* replied that what the CAHH exec and CSIX organizers had done for this year was indicate that one had to be a CAHH member in order to register for Creating Space, but this would be a discussion for future conference organizers. Member *Allan Peterkin* wondered about an expectation of a financial commitment from the hosting school for Creating Space; *Ayelet Kuper* noted that this question was beyond the purview of the question under debate and the CAHH exec. There was no further discussion from the floor, and the exploration of the membership fee structure was accepted.

## 11. Special Resolutions

- a. *Sarah de Leeuw, CAHH Vice-President* then presented the CAHH/ACSHS Constitution Revision to the floor. The motion to Accept the Revised CAHH/ACSHS Constitution was moved by member *Barbara Sibbald* and seconded by member *Maurianne Reade*. There was no further discussion from the floor and the revision was accepted.

## 12. Election of Vacant Advisory Council Positions

- a. *Tom Rosenal, CAHH President* and *Brett Schrewe, CAHH Secretary* then presented to the membership the slate of candidates who had put themselves forward for consideration. They were as follows:
  - i. Clinical Professions (Nurse, Allied Health, or Physician)

- Member *Rehana Hirji* (University of Calgary)
- ii. Clinical Professions Student or Resident  
Member *Bernice Fonseka* (University of Calgary)
- iii. The Arts and Humanities, Including Academics  
Member *Tinu Ruparell* (University of Calgary)
- iv. The Public  
Member *Ebru Ustundag* (Brock University)
- v. International Health Humanities Representative  
Member *Alan Blum* (University of Alabama)

At this point in time, member *Allan Peterkin* moved to nominate member *Alan Bleakley* for the international health humanities representative, which was accepted.

The motion to Accept Slate of Candidates as presented was moved by member *Wendy Stewart* and seconded by member *Cynthia Whitehead*. No further discussion occurred from the floor. The first four candidates were acclaimed, while a vote was held for the international health humanities representative. Ballots were passed out by the CAHH executive members and collected by CAHH executive members. Ballots were counted by *Brett Schrewe*, *Sarah de Leeuw*, and *Ayelet Kuper* in full view of the floor, with each checking the others' counting. Based on obtaining the majority of votes, member *Alan Blum* was elected to the International Health Humanities Representative position of the Advisory Council by a count of 16 votes in favour of his candidacy, while member *Alan Bleakley* received 10 votes. Given time constraints, there was no motion to destroy the ballots; these were kept by the CAHH executive until the next AGM.

### **13. Closing of Annual General Meeting**

*Tom Rosenal*, CAHH President thanked all of the candidates who put their names forward and congratulated those who had obtained positions. He proposed closing the Annual General Meeting at this time. The motion to Adjourn this CAHH/ACSHS Annual General Meeting was moved by member *Bernice Fonseka* and seconded by member *Allan Peterkin*. There was no further discussion from the floor, the motion was passed, and the AGM was officially adjourned.