



**Fall 2010
Draft Minutes – Annual General Meeting**

Date & Time: Tuesday, October 5th, 2010, from 1:30 pm to 2:45 pm
Location: Vancouver Airport Marriott Hotel, Richmond, BC

Chairs: Ken Buchanan
Marcie Summers

Minute Taker: Kat Biondi

1. **Welcome and call to order**
Marcie welcomed those present and called the meeting to order at 1:40.
2. **Introduction – of co-chairs, of minute taker**
Ken Buchanan (BC Persons with AIDS Society) and Marcie Summers (Positive Women’s Network) of the PAN board are co-chairing the meeting. Kat Biondi is taking minutes.
3. **Housekeeping items**
Each delegate should have a voting card for your agency.
4. **Determination of Quorum**
We have determined that we do have quorum of our member agencies
5. **Review and Adoption of AGM Agenda**
Motion (Cheryl Dowden, ANKORS); Second (Sheena Sargeant, Friends for Life);
CARRIED
6. **Review and Adoption of minutes from the 2009 AGM**
Motion (Hesham Ali, Surrey HIV/AIDS Services Society); Second (Mary Jackson, Northern HIV and Health Education Society); CARRIED
7. **Report back from 2010 Forum**
Ken: We had a good forum this morning, with good discussion. As far as priorities moving forward: we have a lot. We’d like to see: PAN move on with level II leadership training sooner than later (the 3rd level I training in BC is happening in November); the

ability to respond to media enquiries on disclosure issues (training for this is happening later this year).

Two priorities moving forward: to continue and enhance PAN's involvement with the STOP HIV/AIDS initiative; second, to focus on skills building.

There was a presentation by Ben Stevenson on the community-based research food security study, and a very interesting workshop put on by CATIE around working with your physician.

There were three people elected on to the PAN board by acclamation: Andrew Beckerman from Vancouver Island region; Chris MacKenzie from the Interior; and Darren Lauscher from Vancouver Coastal.

Willie Blackmore (Positive Living Fraser Valley Society) for PAN Board: Gay-lene Collison from Positive Living North in Prince George has put her name forward for PHA seat in the North Region. Any other nominations for the PHA seat in the North? (None) Gay-lene is elected to the PAN board by acclamation.

8. Financial Statements

Bob Hughes, PAN Treasurer: I would like to acknowledge the hard work of Stephanie Grant, who did a great job as PAN's Treasurer these past two years. I'm the Executive Director of ASK, and I took over as treasurer in August.

Beginning on page 3 [of the financial statements]: PAN has a pretty consistent amount of contributions. Human resources expenses have gone up considerably. In 2009 the PHA Forum and AGM costs were considerably lower, so thank you for CATIE for providing a venue for PAN's business meetings (held during the 2009 Pacific Educational Conference). Costs for our skills building programs are roughly the same; the Positive Leadership Development Institute was in its first year. Part of deficiency in revenue is due to \$40,000+ of prepaid expenses that came from the 08/09, as part of a previous auditor's recommendation.

Looking at page 2: you can see here that assets vs. liability things are looking healthy. If we suddenly had to sell off all our assets, would leave us with a contingency of over \$60,000. We are in fine fiscal standing!

Mahmoud Virani, PAN Auditor: The important thing is that based on our examination, the financial numbers do reflect the finances of the society. Clean bill of health!

Malsah (South Fraser AIDS Services Society) moves to accept the financial statements; Second (Hesham); CARRIED

9. Appointment of Auditor

Motion to appoint Mahmoud Virani Inc. as the auditor (Malsah); Second (Ken Buchanan); CARRIED

10. Report from Board Chair

Marcie: I can say as the chair that this is a very strong board, very cohesive. I would also like to recognize Stephanie Grant and Kim Lloyd, who were on the Board but have left.

The Board likes to keep our strategic plan front and centre. This year we focused on three strategic directions: to become more inclusive; to increase our stability and capacity; and to strengthen our ability to advocate on behalf of the PAN membership.

It's been a very strong year for PAN and the membership has indicated that we have become more relevant. One important event was meeting with Minister Ida Chong in February of this year. We had a candid conversation about PAN and the important role of the community and our members in responding to the HIV/AIDS and co-infection epidemics. We felt that meeting with the Minister was a successful step in our efforts to being seen as an important entity within the HIV community in BC.

We are also pleased to be expanding our membership. The governance committee has been very active in streamlining processes regarding how membership applications are handled.

We're committed to ensuring that this is a vibrant organization and that we are a leader in BC.

We are a cohesive board who is committed to increasing and diversifying our funding.

Thanks very much to our staff! Evin, Stacy and Donna.

Motion to accept the Board Chair's report (Hesham), Seconded (Kath Webster, Positive Women's Network); CARRIED

11. **Annual Report from the Executive Director**

Evin: What a pleasure to report on PAN's activities! First I want to talk about the Positive Leadership Development Institute (PLDI). We've been working on that in full partnership with the OAN for the past two years. Our third level I training session is in November. I want to celebrate that Marc Seguin and Kath Webster have completed their certification process, so they are now fully certified leadership trainers for BC or Ontario. Marc and Kath have been amazing, and without them this training wouldn't be happening in BC. I also want to thank and acknowledge Ken Buchanan, who sat on the steering committee for the leadership training.

I also want to talk about our skills building programs. Folks might be aware that in January we started to deliver our skills building and professional development programs in a different way – more of a practice, responsibility-focused approach to delivering skills. We started this in January with a workshop for fund developers and our first ever Executive Director Summit; in March we had a gathering of front line workers looking at issues related to HIV/HCV and Mental Health, as well as HIV/HCV co-infection. The response from the members has been really enthusiastic. It's been a good and positive change and we are going to keep this approach with our professional development programming. At this point for the spring of 2011 we're planning a session for volunteer managers and volunteer coordinators, and then another session for HIV/AIDS and HCV educators.

I also want to really appreciate and say how much we value our partnership with CATIE. Over the next few days we'll have our educational conference that we're co-presenting with CATIE, and we're really appreciative of the opportunity to continue in this now for a 2nd year as well as working with their staff team.

A couple of community based research initiatives we're involved with: one is the food security study that Ben Stevenson spoke of this morning, which PAN is working on with other BC partners AIDS Vancouver, the Community-based research facilitator housed out of BCPWA, as well as the BC Centre for Excellence (BCCfE) and Simon Fraser University. This is a national study led by the OHTN and the CIHR Centre for REACH in HIV/AIDS has also been incredibly key in this regard.

Another initiative is the Positive Living, Positive Homes community based research project. With the support of the CIHR Centre for REACH in HIV/AIDS, we were able to organize a provincial meeting of the community based research team a couple of weeks ago and it was a really great meeting. There is tremendous interest and momentum here in this province to look at issues related to housing and how those impact the health and wellness of people living with HIV/AIDS and co-infected with HCV.

Marcie mentioned PAN's meeting with Ida Chong; PAN is involved in a number of initiatives to try to seek public policy change – this includes my sitting on the PHSA Planning Committee for the STOP HIV/AIDS initiative. It was interesting to hear that one of the priorities that came out of the PHA Forum was around STOP and making sure PAN is working to be at those tables, which was very much echoed at the ED summit as a priority.

My final wish is to thank our funders and supporters: the Public Health Agency of Canada – AIDS Community Action Program and the Provincial Health Services Authority HIV/AIDS Program. Also: Abbott Virology, who sponsored the lunch today; and MerckFrosst, who supports the leadership training program in BC. Also ViiV Healthcare/Shire Canada, who supports the trainers in training program for the Positive Leadership Development Institute. Finally thanks to Tibotec, who is giving us financial support for the first time this year.

Alex Sherstobitoff (Hepatitis C Council of BC): Can you please elaborate on the other ED priorities that were identified this morning at the ED Summit?

Katrina Jensen (PAN Board Member, AIDS Vancouver Island): I was going to give a report on the ED summit.

Evin: Great! Any other questions? Thank you.

Richard O'Donnell (AIDS Vancouver) motioned to accept the annual report; Second (Luke Balson, Western Canadian Pediatric AIDS Society/Camp Moomba); CARRIED

Katrina - A report from the ED summit: we opened with a report from Daryle Roberts on the situation with Living Positive Resource Centre in Kelowna – there will be another meeting today after the keynote address later this afternoon for anyone who is interested in discussing this further.

Each region identified their own priorities and brought them forward. We'll be doing an environmental scan about what HepC programs there are, what PAN member organizations are delivering HepC or co-infection services, and who is paying for them, so we can get a clear picture. We'll also be doing an environmental scan around services and projects for Aboriginal youth.

Two other main areas discussed were harm reduction and STOP HIV/AIDS. Consensus reached was that PAN would continue to work to be a player in the STOP project, in the two pilot regions and in helping other regions become involved and prepare for that project. Also to communicate concerns to the stakeholders involved.

We had a great roundtable when people updated on current issues facing their organizations; there is some fantastic work being done around the province.

14. New PAN Member Applications, BOD Endorsements and Motion(s) to Accept

Darren: The governance committee heard from last year's AGM that membership was a priority. The board came up with a number of policy items that have guided the board in this (and that are posted to the website as well as on every membership form).

Based on the criteria that has been established, and on the face of the membership applications that have been received, at today's AGM the PAN Board Governance Committee is recommending to you, the voting membership, the following organizations for FULL membership:

Dr Peter AIDS Foundation (sponsored by Positive Women's Network)
Motion (Malsah); Second (Hesham); CARRIED

Kla-How-Eya Aboriginal Centre – HIV/AIDS/Hep C Outreach Program (sponsored by South Fraser Community Services Society)
Motion (Willie); Second (Malsah); CARRIED

North Okanagan Youth and Family Services Society, Cammy LaFleur Street Outreach Program (sponsored by Living Positive Resource Centre)
Motion (Cheryl); Second (Kath); CARRIED

Associate membership:

Afro-Canadian Positive Network of BC (sponsored by BC Persons With AIDS Society)
Motion (Ken); Second (Sheena); CARRIED

Canadian AIDS Treatment Information Exchange (sponsored by Friends for Life)
Motion (Sheena); Second (Willie); CARRIED

Pacific Hepatitis C Network AKA Hepatitis C Council of BC (sponsored by Positive Women's Network)
Motion (Kath); Second (Cheryl); CARRIED

MAT Program, Downtown Community Health Centre (sponsored by BC Persons With AIDS Society)
Motion (Ken); Second (Malsah); CARRIED

Health Initiative for Men (sponsored by AIDS Vancouver)
Motion (Richard); Second (Willie); CARRIED

BC Centre for Disease Control, Education Division, Division of STI/HIV Prevention and Control (sponsored by BC Persons With AIDS Society)
Motion (Ken); Second (Hesham); CARRIED

Darren welcomed all new members and associate members to PAN.

15. Election of Open Seats to the PAN Board

Willie: Report from the PAN board selection committee. We're actually quite excited because quite a few names came forward this year. We're excited as the Board to endorse these candidates.

From PHSA we have Marcie Summers (PWN) coming back; from Vancouver Island Katrina Jensen (AVI); from Vancouver Coastal, we endorse Jesse Brown (YouthCO); and from the Fraser Region, Chuck Osborne (South Fraser Community Services Society).

Call for nominations for PHSA (None) Marcie Summers elected by acclamation.

Call for nominations for Vancouver Island? (None) Katrina Jensen elected by acclamation.

Call for nominations for PHSA region? (None) Marcie Summers elected by acclamation.

Call for nominations for Vancouver Coastal Region? (None) Jesse Brown elected by acclamation.

Call for nominations for Fraser Region? (None) Chuck Osborne elected by acclamation.

Willie: Finally, we do still have an open seat in the Northern Region. No one has come forward. Call for nominations Northern Region for the open seat. None heard – the seat remains open. A reminder to everyone that if you are interested, go to the PAN website and fill out the application and send it on – the PAN Board can appoint members between meetings who can sit and then run at the next AGM.

Marcie: Congratulations to the new board members! I would like all Board members who were elected today (or yesterday at the PHA Forum), to come up and chat about why you're interested in doing this work.

Chuck: In the Fraser Region we have a lack of services. I want to point out that as you know we have a new ED at South Fraser and with his help we'll be able to move a lot of things forward, and move a lot faster. Thanks.

Jesse: I'm currently volunteer and community engagement coordinator at YouthCO. I promise to be an advocate to try to affect social change. All in all, I'm very supportive of direction PAN is going and excited to provide a youth perspective.

Katrina: I'm excited to be elected again; the last two years have been great. We are so much stronger when we can stand together and PAN has a vital role.

Marcie: I'm passionate about PAN – I really enjoy the work. I'm very committed to this organization. Thank you.

Chris: I've been on the board now for many years. I look forward to representing the Interior. We are small, and it's important to represent HIV clients in our regions.

Andrew: Thanks for honouring me with election. I'm co-chair of board at AVI. I emigrated from US five years ago, and it's great to have opportunities like these to be involved. I'm a firm believer in the power of collaboration (for example what AVI has done with Kool Aid Society) – has given us a real leg up. I look forward to collaborating with you. Thanks.

Gay-lene: I'm a peer support worker in Prince George. I'm hoping to learn a lot and provide some resources. I'm green to this work but it should be interesting.

Darren: Thanks to FFL for putting my name forward and pushing me to step forward. Thank you Sheena. It's a privilege to be the PHA rep for Vancouver Coastal and do the amazing work the Board does with the support of all of you. Thank you for your support as we move forward.

Marcie: Motion from the floor to accept the new PAN board of directors?

Motion (Hesham); Second (Ed Steele, VARCS); CARRIED

Ken: Thank you all very much.

Evin: I wanted to just thank the Board from last year. It's been an honour to work with you guys and to thank you so much for your involvement. Together we've made some great things happen. Thank you.

Ken: Thank you Evin.
Everyone, please return your voting cards to Stacy.

At 2.43 pm Willie motioned to adjourn; Second (Ken); CARRIED.