

**OPEN Board Meeting Minutes**  
Wednesday, October 19, 2022  
12:00 p.m. to 1:00 p.m. (Videoconference)

**Location:** Videoconference via Zoom Meeting

**Time:** 12:00 p.m. – 1:00 p.m.

**Attendees:**

Dr. Johnny Suchdev	Board Chair
Terri Van Steinburg	Board Vice-Chair
Dr. Chris Anderson	Board Member
Colin Bennett	Board Member
Dr. Paul Dhaliwal	Board Member
Dr. Chris Gainor (Ph.D.)	Board Member
Dr. Elliot Mayhew	Board Member
Dr. Travis Morgan	Board Member
Sue Powell	Board Member
Martin Sattler	Board Member
Dawana St. Germain	Board Member
Jacqueline Tarantino	Board Member
Dr. Daniel Zybutz	Board Member
Dr. Douglas Wright	Deputy Registrar
Richard Simpson	Policy Advisor
Shelby Thiessen	Director of Finance
Theressa Mah	Communications Specialist
Sandra Bao	Executive Coordinator / Recording Secretary

**Regrets:**

Dr. Jennifer Forbes	Board Member
Ken Kramer, K.C.	Board Member (on leave of absence)
Dr. Shannon Patterson	Board Member
Michelle Da Roza	Registrar
Dr. Brad Yee	Professional Practice Lead
Dr. Colin McKay	Complaints Coordinator

## 1. CALL TO ORDER

Dr. Johnny Suchdev, Chair, called the College of Chiropractors of BC (CCBC or “the College”) Board Open Meeting to order at 12:03 p.m.

## 2. INTRODUCTIONS AND ANNOUNCEMENTS

### Acknowledgement of the Territory

The Chair acknowledged the traditional unceded territories of the Katzie and Stó:lō First Nations, from which the meeting was being Chaired.

The Chair provided a brief overview of the virtual meeting rules and guidelines. Participants were advised that the meeting was being recorded for minute-taking purposes.

Board Member Sue Powell volunteered to move all or most Board motions throughout the meeting.

### 3. APPROVAL OF THE OPEN AGENDA – October 19, 2022

#### **It was MOVED (Sue Powell)**

That the Agenda for the College of Chiropractors of BC (CCBC) Board Open Meeting scheduled October 19, 2022, be approved as presented.

**CARRIED (86/21-22)**

### 4. 2021-22 ANNUAL REPORT – *Communications Specialist*

The Communications Specialist referenced the draft 2021-22 Annual Report, included in the meeting materials, noting that the report would undergo a review by external graphic designer and copywriter to ensure readability and correct any grammatical errors. It is anticipated that the approved Annual Report will be published on the CCBC website and circulated to registrants on October 25, 2022, and that it will be submitted to the Minister of Health soon after the Annual General Meeting.

To clarify whether the report identifies the start and end dates of 2021-2022, it was explained that the specific dates of the fiscal year are referred to multiple times in the Audited Financial Statements, which will be included in the Annual Report once the Board approves the statements.

#### **It was MOVED (Sue Powell)**

That the College of Chiropractors of BC (CCBC) Board approve the 2021-22 Annual Report as presented.

**CARRIED (87/21-22)**

### 5. 2021-22 AUDITED FINANCIAL STATEMENTS – *Director of Finance*

The Director of Finance reviewed the 2021-22 Audited Financial Statements, included in the meeting materials, reporting that:

- The auditor has presented a “clean” opinion that the financial statements present fairly the financial position of the College as of July 31, 2022, and its results of operations and its cashflows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.
- The College's surplus of \$42,240 in 2021-2022 reflects a successful and healthy fiscal year.

In response to questions regarding the Audited Financial Statements, the following comments were offered by the Director of Finance:

- Although it is not within the regulator's mandate, trust funds have been managed by the College for years. Some trust funds have been transferred to CMCC for their management, while others have been disbursed through scholarships following the Board's instruction in 2019. It is expected that the last portion of the trust funds will be spent this year.
- The Finance and Investment Committee Chair, if he or she is also a Board

member, usually presents the draft audited financial statements. In the current situation, the Committee Chair does not sit on the Board, so the Director of Finance reports on her behalf.

Two Board members who are also members of the Finance and Investment Committee have confirmed:

- During the Committee's October meeting, there was no concern raised regarding the audited reports; the audits were considered fair and clean.
- Staff efforts and cooperation were commended by the auditors.

**It was MOVED (Sue Powell)**

That the College of Chiropractors of BC Board approve the 2021-22 Audited Financial Statements as presented.

**CARRIED (88/21-22)**

It was Dr. Chris Anderson's last Board meeting, and the Board Chair thanked him for his contributions to the College Board.

**CONCLUSION**

The October 19, 2022, College of Chiropractors of BC Board Open Meeting concluded at 12:32 p.m.

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***Future Meeting Dates***

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|---------------------------------|---|
| • Saturday, November 26, 2022   | CCBC Annual General Meeting                     |
| • Thursday, December 1, 2022    | CCBC Board Meeting                              |
| • Wednesday, February 1, 2023   | CCBC Board Meeting                              |
| • Wednesday, April 19, 2023     | CCBC Board Meeting                              |
| • Wednesday, June 14, 2023      | CCBC Board Meeting                              |
| • Wednesday, September 13, 2023 | CCBC Board Meeting                              |
| • Wednesday, October 18, 2023   | CCBC Board Meeting (For annual report approval) |
| • Saturday, November 25, 2023   | CCBC Annual General Meeting                     |
| • Wednesday, November 29, 2023  | CCBC Board Meeting                              |