

CHIPIG Annual General Meeting Minutes

Date: Wednesday, September 10, 2014

Location: Women's College Hospital
(and available via webcast)

Present:

Tedi Brash
 Po-Lin Cheung-Leung
 Erin Culhane
 Alexandre Fortier (professional development session presenter)
 Mary Anne Howse
 Marg Muir
 Valeria Raivich
 Nonna Volodina
 Tara Zarrin

Via WCH Webcasting Services:
 Natalia Tukhareli

| Item | Agenda | Discussion/Decisions/Action Summary | Person Responsible |
|------|-------------------------|---|---|
| 1 | Introductions | | |
| 2 | Minutes of the 2013 AGM | Minutes were approved. | |
| 3 | Executive Updates | <p>Valeria summarized 2014 meetings and activities including CHIPIG becoming a CHLA Interest Group, the survey and release of a new Top 10 Consumer Health Websites list, implementation of use of OTN for meetings, and upcoming plans for a social media presence.</p> <p>Mary Anne gave the treasury update on behalf of Tara, and the membership coordinator summary (13 members total).</p> <p>Po-Lin updated that the access to the members only section of the webpage has been fixed, and that she welcomes any suggestions on improving the look and content of the webpage to make it more professional.</p> <p>Mary Anne summarized the 4 professional development sessions from the year.</p> | <p>All can send any suggestions re: improving the website to Po-Lin.</p> <p>Group will continue to discuss social media presence and other strategies for attracting new members.</p> |

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| 4 | New Executive Officers | <p>Mary Anne updated that Valeria will be stepping down as co-chair as her 2 year term is up.</p> <p>Susan Murray will be taking over for Valeria.</p> <p>Erin will remain as secretary at the moment but may switch to membership coordinator role if a new secretary can be found.</p> <p>New executive members were approved by group.</p> | |
| 5 | Terms of Reference for 2014-2015 | Mary Anne asked if anyone had any changes to make. Terms of Reference we approved. | |
| 6 | Other business | | |
| 7 | Professional Development Session | Alexandre Fortier presented on Recommending Health Websites that Respect Consumer Privacy followed by a question and answer session. | |