



2018 Annual General Meeting

Alberta College of Medical Diagnostic and Therapeutic Technologists

**Saturday, April 28, 2018 at 12:50 p.m.
DoubleTree by Hilton West Edmonton
Edmonton, AB**

Agenda

1. Call to Order

- 1.1 Welcome and introduction of special guests and members of Council

2. Credentials Report – Quorum

3. Standing Rules of Order

4. Appointments

- 4.1 Recording Secretary – Adrienne Hislop
- 4.2 Parliamentarian – Diana Bacon
- 4.3 Minutes Approval Committee

5. Agenda

6. Minutes of the last Annual General Meeting held April 8, 2017

7. Reports from Officers

- 7.1 President's Report (see Message from the Leadership, Annual Report)
 - 7.1.1 Report on Conference 2017 (Follow-up from 2017 AGM)
- 7.2 Chief Executive Officer and Registrar's Report (see Annual Report)
- 7.3 Complaints Director's Report (see Annual Report)
- 7.4 Public Members' Report (see Annual Report)

8. Special Orders

- 8.1 Presentation of the Auditor's Report on the financial statements for the year ended September 30, 2017 (see Annual Report)
- 8.2 Appointment of the Auditor for the year ending September 30, 2018
- 8.3 2017/2018 Council approved budget
- 8.4 Proposed Bylaw changes
- 8.5 Announcement of election results for Council

9. Unfinished Business

10. New Business

11. Adjournment

Standing Rules

1. Except as specified in these Standing Rules, or the bylaws of the ACMDTT, the rules of procedure at the meeting shall be governed by the current edition of *Robert's Rules of Order*.
2. Only registered regulated members are entitled to vote.
3. No person shall speak until recognized by the Chair. After recognition, the person shall speak into the microphone and state his/her name.
4. All motions shall be in writing and given to the Chair prior to the member speaking to the motion.
5. A member may second a motion by simply raising his/her voting card (it is not necessary to record the name of the seconder).
6. Members shall speak in debate no longer than two minutes, unless they obtain the consent of the assembly.
7. No member shall speak more than twice to a debatable motion, and can not speak a second time if there is any member seeking recognition who has not yet spoken.
8. Debate on all original main motions shall be limited to ten minutes. The Chair will advise when there is two minutes remaining on the motion. Motions to extend debate shall be made before the ten minutes has expired.
9. The assembly is reminded that members who wish to move the previous question, which is the motion to close debate and vote on the pending motion must be recognized by the Chair prior to making this motion and requires a 2/3 vote for adoption.
10. Mobile phones and pagers shall be silenced during the meetings. Video cameras and recording equipment, other than that approved by the Chair, shall not be permitted in the assembly hall.
11. The Chair shall appoint all committees and individuals in the conduct of the Annual General Meeting.