



Minutes of CAUS AGM meeting 28 May 2010.

Minutes taken by BGH by Teleconference: [1-778-782-7695](tel:1-778-782-7695)

1. Call to order - pre-AGM meeting of executive
Sherri, John, Bruce (teleconf), Paul, Richard, Jeff

2. Minutes of previous AGM circulated by Bruce - fine. Accepted as written.

3. Treasurers Report - John - ready to go. Accepted as written.

4. Memberships committee - Paul - fine. Accepted as written
Applications for individual memberships
Sherri feels that the way of allocating memberships needs more thought

5. Standards - Richard
Sherri circulates a comparison table that lists all of the clauses in the original CoP as of 2005, the various revisions in subsequent years to 2009, and then corresponding clauses from the DFO & CoPs. The table is empty, & she has to go get the most recent version.
Bruce asks if this has not been done before, given the long involvement of DFO in the CAUS. No one is sure. Bruce offers to ask Fred Watts.

Richard is upset about the way that the CAUS is being run.
Inadequate correspondence during the year, not enough preparation documents.
He has no preparation for this meeting, and does not know what he is to say or do. Ready to leave...
Much discussion, Paul points out that the organization has to be run according to established protocols for non-profit organizations.

6. Meetings & Programs - Jeffrey
Jeff feels that the web site does not fully represent the advances made in the organization, but also it should not be overly confident.

Considerable discussion of problems with lack of progress towards an accountable organization. Both Problems (slow progress on By-law revisions -

only went to Lawyer 2 months ago, & updating of standards), and Progress (Web Site, Newsletter & Reciprocity with AAUS).

Break - Sherri goes to get copy of the revisions to the CAUS CoP

Convene sub-committees - 1100h, BGH joins at 1130h

Proceedings of Sub-Committee meetings:

Membership Committee -

Paul describes the plans for a membership card.

The cards would be signed by the DSO.

Members ask questions & make suggestions.

- applications by web or hard copy. Since need DSO signature, should be hard copy.

- publication of member's name on web site. agreed that list of members can be published on the web site only with the member's permission. Agree to add a line to the registration asking whether they are willing to have their name displayed.

- time dependent membership card (not a certification card). Renewed annually with a yearly sticker.

Emergencies Committee -

- Sherri seeks a standardized form for reporting of accidents.

- Caution is advised concerning the liability issues of having a CAUS product for emergency reporting and it is missing something or countervenes something in a member institution's own regulations.

- this form is yet to be fully developed. Work will proceed during the year, assuming that we can get a chair for that Committee.

Standards Committee -

- Sherri standards on the web site are current as of 2005. She went through minutes from then on and incorporated the minutes in the standard. Now working on the 2010 version incorporating all the agreed upon changes. The dozen-plus changes are tabled for inclusion in a new version dated 2010. Version # will only change when subsequent changes are made.

AGM Adjourned- 1630h.