

# Undergraduate Biology Educators of Alberta Association (UBEA)

## 2020 Virtual General Meeting

29 Jun 2020 / 1 pm / Zoom (<https://zoom.us/j/99578245774>)

List of Attendees: Jody Rintoul, Anne McIntosh, Heather Addy, Randall Barley, Ana Colina, Mrinal Das, Kathy Davies, Bryan Flynn, Kevin Friesen, Sheryl Gares, Gary Grothman, Carol Anne Gibbons Kroeker, Neil Haave, Dorothy Hill, Sandra Macdougall, Todd Nickle, Peggy O'Sullivan, David Patten, Lisa Prichard, Melissa Roach, Jeff Sheedy, Carla Starchuk, Tom Terzin, Kartika Tjandra, Margot Williams,

Chair: Jody Rintoul

Recording Secretary: Anne McIntosh

### Agenda

<b>CALL TO ORDER</b>	Jody Rintoul, President, called the business meeting to order at 1:05pm	
<b>APPROVAL OF AGENDA</b>	Motion to accept the Agenda Moved: Carla Starchuk Seconded: Carol Gibbons Kroeker  Any items to add? NONE	<b>Carried</b>
<b>APPROVAL OF PAST MINUTES</b>	Minutes of 2019 Annual Meeting held at MacEwan University will be posted at: <a href="https://www.ubea.ca/documents.html">https://www.ubea.ca/documents.html</a>  There was a spelling error for an attendees name which has been corrected. Any other errors?  Motion to accept the Past Minutes Moved: Peggy O'Sullivan Seconded: Randall Barley	<b>Carried</b>
<b>PRESIDENT'S REPORT</b>	<ul style="list-style-type: none"><li>• What a crazy year! Thank you all for attending this virtual AGM</li><li>• The virtual networking sessions were very helpful! We had between 10 and 26 participants at the 4 sessions. Thank you Carla for suggesting we hold these sessions! I really appreciated the informal aspect of them and the sharing of ideas!</li><li>• Thank you to Randall Barley and the ULeTh local organizing committee - it sounded like we had a wonderful meeting planned! This meeting will happen in 2021 instead.</li><li>• As you have seen, the communications from the Executive are coming from different emails from before. This is because David Patten, communications officer, set us up with TechSoup. It has allowed us to have free access to all of the Google Suite apps. There is other software that we can apply to have, if needed. Thank-you to David for doing this.</li></ul>	

	<ul style="list-style-type: none"> <li>• We finally got the revised bylaws through the corporate registry office.</li> <li>• This will be my last year as president - I have enjoyed the role a great deal and it has been wonderful to work with the board!</li> <li>• There will be 2-3 seats on the executive opening next year. Please consider whether you are interested in hosting a meeting in the future - it is essential to have a member from the host institution on the board!</li> <li>• To date, we have 23+ paid members for the 2020 year.</li> </ul>	
<b>TREASURER'S REPORT</b>	<p>Randall Barley (ULethbridge) presented the UBEA Statement of Revenues and Expenses for the year ending December 31, 2019. Net profit of 173.00. They have been sent for audit. Refund for double pay of fees at Macewan has been resolved.</p> <p>List of Sponsors for 2019: Nelson, Wiley, Pearson, University of Alberta - Augustana, Macewan University, others?</p> <p>E Transfers are not allowed with our type of account - have some other limitations and would require to have to change account type. Paypal tracking makes it easy.</p> <p>Motion to accept the Treasurer's Report Moved: Carla Starchuk Seconded: Neil Haave Ran Barley will continue to be Treasurer. This will be helpful for having the meeting at University of Lethbridge next year.</p> <p>I'd like to acknowledge the help of Rafik Kurji, our accountant who has worked for us <i>pro bono</i> who has provided support for 8 years. We will be sending a note and gift card as appreciation to Rafik's continued support.</p> <p>Motion to appoint Rafik Kurji (CMA) as auditor for UBEA's accounts for 2020-2021 Moved: Carla Starchuk Seconded: Ran Barley</p>	<p><b>Carried</b></p> <p><b>Carried</b></p>

<p><b>ELECTION</b></p>	<p>Three new members of the board were elected to replace the 2 outgoing members of the board, whose 3-year term is up – Carol and Carla, plus fill the empty seat that was not filled previously. Thank you to Carla for serving 2 terms on the board as treasurer and her great ideas (e.g., having the networking sessions online!) and to Carol (1 term) for her support and leadership on the board.</p> <p>Nominations for Members of the Board:</p> <ul style="list-style-type: none"> <li>● Sandra MacDougall (Red Deer College)</li> <li>● Lisa Prichard (MacEwan University)</li> <li>● Melissa Roach (University of Alberta)</li> </ul> <p>Motion to accept slate of officers as nominated.  Moved: Gary Grothman  Seconded: Anne McIntosh</p> <p>Motion to cease nominations  Moved: Carol Anne Gibbons Kroeker  Seconded: David Patten</p> <p>Brief introductions:</p> <ul style="list-style-type: none"> <li>● Sandra MacDougall (Red Deer College) - has been with AIBA and UBEA and Red Deer College for a very long time. Looking forward to RDC hosting again soon. Teaches Intro Bio and Ecology at the college.</li> <li>● Lisa Prichard (Macewan University) - teaches cell biology at Macewan (9 yrs) and U of A prior to that. She has been to AIBA and UBEA a lot in the past. Looking forward to network broadly across the province.</li> <li>● Melissa Roach (University of Alberta) - lab coordinator U of A for BIO 208 - Principles of Ecology since 2016. Have been member of AIBA and UBEA since then. We have a lot of wealth of knowledge to share together - want to be a bigger part of the community and give back.</li> </ul> <p>Motion to accept slate of officers as accepted:  Moved: Carol Anne Gibbons Kroeker  Seconded: Carla Starchuk</p> <p>Welcome Members of the Board for 3-year term:  Current makeup of the board: Jody Rintoul (President), Randall Barley (Treasurer), Anne McIntosh (Webmaster, secretary), David Patten (Communications), Lisa Prichard, Sandra MacDougall, Melissa Roach</p>	<p><b>Carried</b></p> <p><b>Carried</b></p> <p><b>Carried</b></p>
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<p><b>OTHER BUSINESS</b></p>	<ul style="list-style-type: none"> <li>● UBEA 2021 General Meeting - Randall Barley from University of Lethbridge has agreed to host next year in May. If you have blackout dates (faculty retreats, special symposia, etc.) please let us know!</li> <li>● Think about whether you are interested in hosting a UBEA meeting in the future and let us know! We don't have anyone lined up for 2022.</li> <li>● Virtual coffee sessions - Carla - Would be nice to have an informal drop-in sessions - obstacles, ideas, fun successes, etc. - do a monthly meeting through the summer. We will circulate some dates for this. Great idea!</li> <li>● We will also have a google living document on the UBEA website</li> <li>● Listserv - David? Carol? Would like to have a way for people to communicate that is asynchronous. "Does anyone have a good lab for ABC..." - way to quickly connect. Good experience with other list-serves. Way to interact and control information you receive (adjust your subscriptions).</li> <li>● Thanks to Jody for being our President!</li> <li>● Todd will continue to be involved and happy to help once Jody becomes Past-President.</li> <li>● We need to adjust the rotations for incoming officers so one is 2 yr rotation.</li> </ul>	
<p><b>ADJOURN</b></p>	<p>Motion to adjourn  Moved: Carla Starchuk  Seconded: Randall Barley</p>	<p><b>Carried</b></p>

Meeting adjourned at 1:40 pm

These minutes are certified as true and accurate:




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Jody Rintoul (president)




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Anne McIntosh (secretary)