

## **Third Annual General Membership Meeting Summary**

**October 29<sup>th</sup>, 2016, Dieppe, NB**

1. Welcome and Introductions
2. Update on recent developments and activities
  - a. Review of objectives from 2015-2016
    - i. Maintaining and increasing membership
    - ii. Hosting educational meetings for professional development and networking
    - iii. Building and refining communication with members and the public
    - iv. Increasing public engagement
    - v. Annual election for Executive positions
  - b. Activities since November 2015
    - i. Held 8 meetings of the Executive Board
    - ii. Drafted By-Law revisions
    - iii. Conducted elections online
    - iv. Submitted a summary report to ABAI for publication in their newsletter
    - v. Renewed BACB CEU Provider status
    - vi. Increased our online presence and utility (Website, Facebook, Twitter and BehaviourBits Blog)
    - vii. Online storage of APABA documents
    - viii. Conducted first Online Study Group
    - ix. Developed implementation plan for Heward Award
    - x. Established Verna O'Coin Bursary
    - xi. Represented APABA at ABAI Convention
    - xii. Displayed poster and information at APSEA Symposium in Halifax
    - xiii. Planned AGM Meeting and Webinar with Dr. Linda LeBlanc
    - xiv. First Membership Newsletter
    - xv. Outreach to new BCBAs in Atlantic provinces
  - c. Membership summary: current membership 68
  - d. Review of membership demographics
  - e. Treasurer's report: Funds in account \$3171 (report attached)
    - Total income \$4349.59 (2014 year End + 2015-16 income)
    - Total expenses \$ 1178.24 (2015-16 expenses)
3. By-Law Revisions and Approval
  - a. Executive Officers: separate positions for Secretary and Treasurer. Moved by Emily Forestell and seconded by Julianna McLean (Passed unopposed)

- b. Committee Structure: Elections, Public Education and Communication, Education & Program, and Awards. Moved by Danielle Rochon and seconded by Sorcha Parker. (Passed unopposed)
- c. Student Member Definition: Any individual pursuing formal training in the discipline of behaviour analysis. Moved by Isabelle Cowan and seconded by Sorcha Parker. (Passed unopposed)
- d. Membership year: November 1 through to October 31. Moved by Shelby Thomas and seconded by Tracy Miller. (Passed unopposed)
- e. Incorporation - APABA will function as a non-profit organization with a review of this recommendation after 5 years of operation. Moved by Isabelle Cowan and seconded by Liz McDonnell. (Passed unopposed)

Action:

- i. Amendments of each By-Law section discussed will be updated and changed based upon wording accepted by membership. (Shelly McLean.)

4. Committee reports

- a. Elections committee
  - i. Paul McDonnell reviewed the 2016 online elections process using anonymous Survey Monkey link. It was cost effective, and considerably less labour intensive.
- b. Education and Program
  - i. Shelley Mclean reviewed activities and progress (report attached)
    - 1. Planned and organized an online study group through which members could participate in professional learning and obtain continuing education units (CEUs) if applicable, based upon a recommendation from the 2015 APABA Annual General Meeting.
      - a. Two online study groups, composed of a total of 8 members, met via Google Hangouts on the evening of April 5, 2016 to discuss "*Ethics, Controversial Treatments, and Applied Behavior Analysis*" by Peter Sturmey 2.0 Type 2 CEUs were awarded to BCBA's who participated in the study groups
    - 2. Identified and organized a keynote speaker for the 2016 APABA Annual General Meeting the Education Committee recommended Dr. Linda LeBlanc as a keynote speaker for the 2016 AGM, with a focus on her recent article, "*A Proposed Model for Selecting Measurement Procedures for the Assessment and Treatment of Problem Behavior*" (LeBlanc, Raetz, Sellers, & Carr, 2016)

- c. Public Education and Communications
  - i. Angela MacDonald demonstrated how to find information on the APABA website and reviewed website updates
    - 1. Home page, Recent news, About us page, committees page addition of by-laws, addition of AGM summaries, , new online registration page, new awards page
  - ii. Emily Forestell reported on new BehaviourBits Blog and Twitter account (Attached)
    - 1. Statistics about viewership: 1339 total views from 972 different visitors and 17 twitter followers.
    - 2. Outlined criteria and steps for submitting a topic to BehaviourBits Blog

Actions:

- i. Explore how to increase APABA website visibility when topics of behaviour analysis, BCBA, professional associations, are related topics, are searched on the internet (google, and other popular search engines)
  - ii. Members to submit topics about everyday issues to demonstrate impact of behaviour principles.
  - iii. Members to like and share BehaviourBits links on facebook page and to follow on twitter.
  - iv. Committee to post Behaviourbits blog submission each month.
- d. Awards
- i. Sorcha Parker reviewed criteria for two awards Heward Award and the Verna O'Coin Bursary.
  - ii. Actions:
    - i. Awards information will be posted on the Website in 2017
    - ii. Explore the inclusion of a link for donations on the website to allow members and non-members to make donations.

5. Installation of new executive committee:

- a. Past- President- Marlene Breitenbach
- b. President: Shelley McLean
- c. President Elect: Isabelle Cowan
- d. Treasurer: Julianna McLean
- e. Member-at-Large: Tracy Miller

6. Satellite presentation by Dr. Linda Leblanc “*A Proposed Model for Selecting Measurement Procedures for the Assessment and Treatment of Problem Behaviour*”

## 7. Closing Remarks