

**NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS**  
 Board of Directors Meeting, October 21, 2010  
 Rowan Legg Board Room, IWK Hospital  
 MINUTES

**Present:** Jeff Rooney, Chair; Michael Sangster, Barbara Kelly, Randall Tresidder, Sandra Curwin; Ann Read; Stephanie Francis; Todd Lewin, Joan Ross; Registrar, Patrick King; Executive Director.

**Regrets with cause:** Wayne Carlon

**Guests:** Angela Peckford

Topic	Discussion	Action	Status / Comments
<b>1. Call to Order::</b>	Jeff Rooney welcomed everyone to the meeting.	The Chair called the meeting to order at 6:00pm	<b>Completed</b>
<b>2. Review of Agenda:</b>	The agenda for the meeting was reviewed.	<b>MOTION: It was moved and seconded that the Agenda be accepted as circulated.</b>	<b>Agenda Approved</b>
<b>3 (a) Review of Minutes:</b>	Chair Rooney requested a motion to approve the September 9, 2010 minutes of the NSCP Board of Directors.	<b>MOTION: To approve the minutes as presented.</b>	<b>Motion Carried</b>
<b>3 (b) Business Arising from the Minutes:</b>	None		
<b>4. Registrar Report:</b>	See attached Report	<b>MOTION: It was moved and seconded that the Registrar's Report be approved.</b>	<b>Motion Carried</b>
<b>5. Executive Directors Reports</b>	See attached Report	<b>MOTION: It was moved and seconded that the Executive Director's Report be accepted.</b>	<b>Motion Carried</b>

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6. a) Treasurer's Report	<p>The Treasurer reviewed the September 30, 2010 Financial Statements.</p>	<p><b>MOTION: It was moved and seconded that the financial statements be accepted as circulated</b></p>	<p><b>Motion Carried</b></p>
b) Finance Committee Report and Budget	<p>Attached to these minutes are the minutes of the Finance Committee meeting held, Wednesday Oct 20, 2010. These minutes include the Committee's discussion points and a proposed 2010 NSCP Budget. These were presented to the Board for discussion and Budget approval.</p> <p>The minutes of the Finance Committee meeting were discussed and the Budget was thoroughly discussed by the Board. The first concern was around the Salary expense, because of its significant increase. The Executive Director indicated that the Finance Committee felt that the responsibility for reimbursing the executive employees was the responsibility of the Executive Committee and that they should have a sufficient budget to meet the College's requirements. He also indicated that the Executive Committee in its salary deliberations cannot exceed the budgeted amount approved by the board.</p> <p>The second concern expressed was about their not being a surplus (Income over Expense for 2011) for the Reserve Fund. It was suggested that the Line Item Web Development and Hosting on the 2011 NSCP Budget be reduced by \$20,000 from \$42,800 to \$22,800 so as to reflect/create a \$20,000 surplus and that this line item expense could be ongoing over at least a two year period.</p> <p>The 2011 NSCP Budget calls for a member fee increase of \$20.00 to \$400.00 and a Facility fee increase of \$100 to \$200.</p>	<p><b>MOTION: It was moved and seconded that the 2011 Budget be approved as provided by the Finance Committee with one amendment: Line Item; Web Development and Hosting be reduced to \$22,800.</b></p>	<p><b>Motion Carried</b></p>

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<b>7. Committee Reports:</b>			
<b>a) Investigation Committee:</b>	New Terms of Reference were approved by the Board. (See Attached)		
<b>b) Alliance:</b>	Nothing new to report at this time; November meetings are scheduled.		
<b>c) Practice Standards:</b>	Todd reported that the committee membership was now almost complete, the first meeting was held Oct 7, 2010 at the IWK. Among the first things to be reviewed were the Terms of Reference for the Committee, followed by the definitions for the "Rules" set by the College (e.g. Standards, Guidelines, Policies, Position Statements) and then commencing a review of the various "Rules". Todd was very pleased with the work undertaken at this first meeting and looks forward to further discussion.		
<b>d) Post Graduate Fund</b>	The Executive Director indicated that a fourth call for applications had been directed to the membership for the October 31st deadline. At present there are seven applications in the office.		
<b>e) NSPAG</b>	Randy overviewed the discussion points at the last meeting; which had been circulated to the NSCP Board.		
<b>f) Peer Assessment</b>	New Terms of Reference were approved by the Board. (See Attached)		

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<b>g) Personnel &amp; Nominating</b>	No report at this time.		
<b>h) Classifications (ad-hoc)</b>	No report at this time.		
<b>8. New Business</b>			
a) Video demonstration (Sandra Curwin)	Due to the lateness it was agreed that no presentation was required as most Board members were aware of the technology.		
<b>9. Correspondence</b>	A letter from Cathy Byham outgoing Chair of the Investigations Committee expressing her gratitude to the Board for the opportunity to work with the Investigations Committee. The NSCP will acknowledge Cathy's letter with sincere thanks and an Award at the next AGM.		
<b>10. Conflict of Interest Declaration:</b>	None		
<b>11. Adjournment:</b>			<i>Meeting Adjourned</i>
<b>Next Meeting:</b>	Next Board meeting is scheduled for november 25, 2010 at 6PM. at the home of the Executive Director, 15 Brookdale Cres., Dartmouth, NS.		

Chair – Jeff Rooney

Recorder – J Patrick King – Ex Dir

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