

2016 ANNUAL GENERAL MEETING INFORMATION PACKAGE



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2016 Annual General Meeting

Colony Ballroom East, Chestnut Conference Centre

89 Chestnut St, Toronto, Ontario

Friday October 14, 2015

11:30 pm – 1:30 pm

Agenda

- | | |
|--|-----------------|
| 1. Welcome | Mehdi Naimi |
| 2. Call to Order | Mehdi Naimi |
| 3. Approval of the 2016 Agenda | Mehdi Naimi |
| 4. Approval of 2015 AGM Meeting Minutes | Mehdi Naimi |
| 5. Presentation of Annual Report 2016..... | Mehdi Naimi |
| 6. Presentation of Unaudited Financial Statements..... | Mehdi Naimi |
| 7. Appointment of Accountant 2016-2017..... | Mehdi Naimi |
| 8. Divide the Communications Committee into two positions: Research and Publications Chair and Communications Chair..... | Haley Toll |
| 9. Create a Position for Past President..... | Waqas Yousafzai |
| 10. Election of Board of Directors..... | Mehdi Naimi |
| 11. Announcement of Awards and Bursaries Recipients..... | Mehdi Naimi |
| 12. Announcement of 2017 Conference..... | Mehdi Naimi |
| 13. Presentation of Honorary Members..... | Mehdi Naimi |
| 14. Adjournment..... | Mehdi Naimi |



ANNUAL GENERAL MEETING MINUTES

Date:	Saturday, October 17, 2015
Time:	12:00 – 2:00 PM EST
Place:	Lord Nelson Hotel, Halifax, NS
Chairperson:	Mehdi Naimi, CATA President
Minute Taker:	Sharona Bookbinder, Registered Member
Attendees:	See below
Proxies:	Sharona bookbinder for Olena Darewych; Frances Bryant-Scott for Michelle Oucharek-Deau; Mehdi Naimi for Judy Weiser; Michelle Winkel for Lucille Proulx
Email Votes:	Kathryn Hubner Kozman – Registered; Elaine Pelletier – Professional; Esther Zeller – Registered Darlynn Hildebrandt- Registered

VOTING MEMBERS (31)			
1. Brun-Jacob, Veronique	11. Hyysko, andrea	21. Toll, Haley	31. Zwaagstra, Nick
2. Bryant-Scott, Frances	12. LeClerc, Patti	22. Weinberg, Tzafi	32. Sousa, Anna
3. Bookbinder, Sharona	13. Lui, Rosita	23. Calatyud, Sylvia	33. Stalenhoef, Janet
4. Carpendale, Monica	14. McMaster, Meghan	24. Hyatt, Vernoica	34. Oucharek-Deau, Michelle (proxy)
5. Dos Santos, Anna	15. Naimi, Mehdi	25. Lummis, Christine	
6. Darewych, Olena (Proxy)	16. Norton, Mary)	26. Nackan, Lisa	
7. Drobig, Felicitas	17. Ponsford-Hill, Laurie	27. Ritchies, Carolyn	
8. Friedman, Sharlene	18. Simoncicova, Lucia	28. Ward, Aleitha	
9. Gee, Amanda	19. Stuedler, Jacqueline	29. Winkel, Michelle	
10. Hildebrandt, Darlynn (Proxy)	20. Tait, Jean	30. Zip, Theresa	
NON-VOTING MEMBERS			
1. Kerekes, Jessica	3. Ellsworth, Gail		
2. Bourdas, Suzanne	4. Lambie, Laura		
	5. Scobey-Sutherland, Joanne		
GUESTS			
1. Yousafzai, Waqas			
TOTAL (33) - Established Quorum at 18 members and 2 Members of the Executive Board			

Item	Description
1	Welcome – Mehdi Naimi
2	Call to order – Mehdi Naimi

3	<p>Approval of the 2015 Agenda – Mehdi Naimi</p> <p>Error: #14 should read Announcement of 2016 Conference</p> <p>Anna Dos Santos– possibility of looking into registration procedure</p> <p>Motion: That the 2015 AGM Agenda be accepted as written with noted correction(s).</p> <p>Moved: Nick Zwaagstra Seconded: Sharlene Freidman</p> <p style="text-align: right;">Passed / Not passed</p>
4	<p>Approval of 2014 AGM Meeting Minutes – Mehdi Naimi</p> <p>Motion: That the 2014 AGM Meeting Minutes be approved as written</p> <p>Moved: Jacqueline Stuedler Seconded: Amanda Gee</p> <p style="text-align: right;">Passed Unanimous</p>
5	<p>Presentation of Annual Report – Mehdi Naimi</p> <p>Motion: That the annual report be accepted as written.</p> <p>Moved: Jacqueline Stuedler Seconded: Monica Carpendale</p> <p style="text-align: right;">Passed Unanimous</p>
6	<p>Presentation of unaudited financial statements – Mehdi Naimi</p> <ul style="list-style-type: none"> (i) Sharlene Freidman asked about large jump in admin costs – Michelle Winkel stated that costs have dropped down for 2016 to approximately \$10,000 level. CATA needed Lynn to do a lot of catch up work, using extra approved hours. Lynn’s hours have been reduced by half. (ii) Jacqueline Stuedler – questioning the new HST charge. Non-profit must charge over \$50,000 for non-profit. Mehdi’s response – total revenue over \$50,000. Partnering for conferences and collecting fees for other organization puts our revenue over \$50K. We are looking for a way to get around that. For this year, we have to collect HST. Motion for the board to look into the charitable status. Jacqueline Stuedler first, Monica Carpendale Seconded. (iii) Registered vs. professional member fees increase. (iv) Darlene Hildebrandt – should we cover travel expenses? Mehdi – travel covered for board members to attend the conference for the AGM. This was established a few years ago. Airfare to a reasonable level and part of the hotel costs (about \$40/night). (v) Monica Carpendale – question about office and general expenses having gone up from \$1,882 to \$7,223. Michelle Winkel – we’re not surprised by the figure. Year-end moved from October 31 to June 30, so there was an extra 6 months of costs included in this budget. Costs were printing and outstanding things that were resolved. It should be back down to 2014 levels in the coming year. Kayla, accountant although not here could clarify some of these concerns. Mehdi – some of the tasks that Lynn was doing. They’ve hired a secretary, so Lynn has less hours. <p>Motion: That the unaudited financial statements be accepted as written.</p> <p>Moved: Mehdi Naimi Seconded: Anna Dos Santos</p> <p style="text-align: right;">Passed Unanimous</p>
7	<p>Appointment of accountant for 2015-2016 fiscal year – Mehdi Naimi</p> <p>Michelle Winkel moved to reinstate a new accountant. Monica Carpendale seconded. Unanimous vote</p>

	<p>Motion: That the accounting firm of Ritchie Shortt and Tully of Whitby, ON continue to be the CATA-ACAT accounting firm for the fiscal year 2015-2016.</p> <p>Moved: Michelle Winkel Seconded: Monica Carpendale</p> <p style="text-align: right;">Passed Unanimous</p>
8	<p>Presentation of new Bylaws – Waqas Yousafzai</p> <p>What changes have been made? Mostly typos and the voting members (Voting and non-voting). This way we can decide who is a voting member. Updated from 1981. Will talk about associate members as potential voting members.</p> <p>We have two years to get application into Industry Canada</p> <p>Motion: That the new bylaws be accepted as written.</p> <p>Moved: Jacqueline Steudler Seconded: Frances Bryant-Scott</p> <p style="text-align: right;">Passed Unanimous</p>
9	<p>Reporting on FACTBC – Mehdi Naimi</p> <p>Mehdi - Counselling therapists in BC. Lobby group formed last year. In progress for many years to establish a college. Advice from lawyers to bring all groups together to form one voice. Have managed to move the issue forward quite a bit. Do not need legislation to establish a college. Just an 'order in counsel'. BCATA has been involved and now CATA is now involved to support our members. Has attended one meeting and plans to attend another soon. In 2-3 years hopefully a college will be established.</p> <p>Questions about notification of potential grandfathering process. Mehdi – e-blasts will be sent.</p> <p>There is an agreement between BC & Alberta, so it will come there afterwards.</p> <p>Motion: That CATA-ACAT become a member of FACTBC</p> <p>Moved: Mehdi Naimi Seconded: Nick Zwaagstra</p> <p style="text-align: right;">Passed Unanimous</p>
10	<p>Governance portfolio update – Waqas Yousafzai</p> <p>In the last year we have drafted 5 main policies and procedures to volunteers and committees. As organizations evolve there is a tendency to use verbal history & use the same processes. With his background in policy, it's a written memory for policies. Please refer to page 14 of the AGM manual.</p> <p>Future:</p> <ul style="list-style-type: none"> - Alliances with other organizations - Supervision guidelines (Monica - in consultation with the schools & grandfathering in clause for new types of supervision) <p>Motion: Have schools involved in supervisory by-law</p> <p>Moved: Michelle Winkel Seconded: Seconded</p> <p style="text-align: right;">Passed Unanimous</p> <p>Joanne Scobey-Sutherland– suggested creating an Atlantic chapter with CATA support.</p> <p>Michelle Winkel– partnership development board chair is a new position and can be assigned to it.</p>
11	<p>Comments on Associate members as Board members – Michelle Winkel</p> <p>Diversity of education, talent and skill sets is needed. (i.e. lawyers, accountants, social media advisors....). Potential cost reduction for advisors if they are involved. For example - Waqas has been on a trial as an advisor, but has contributed very valuable advice.</p>

	<p>(i) Jacqueline Steudler– I agree but perhaps there could be a limit of associate members.</p> <p>(ii) Michelle – our motion is to decide on the number of board members who could be associate members (how many out of 9).</p> <p>(iii) Monica Carpendale – 50-60% needs to be professional or registered art therapists. Open it up to expressive therapists. We get too protectionist.</p> <p>(iv) Theresa Zip – diversity is important for resilience.</p> <p>(v) Michelle – motion to require the board positions to be a majority of professional or registered art therapists with a membership in good standing. The ratio to be confirmed at the end of each AGM.</p> <p>(vi) Question – are student members the same as associate members? Can they have a voice on the board as well?</p> <p>(vii) Monica Carependale– consideration for conflict of interest for board member relationships. To be addressed in the future.</p> <p>Motion: That Associate members be able to be elected to the Board of Directors</p> <table border="1" data-bbox="300 846 1398 877"> <tr> <td>Moved:</td> <td>Michelle Winkel</td> <td>Seconded:</td> <td>Nick Zwaagstra</td> </tr> </table> <p style="text-align: right;">Passed</p> <p style="text-align: right;">Two 'no' votes and otherwise unanimous</p>	Moved:	Michelle Winkel	Seconded:	Nick Zwaagstra
Moved:	Michelle Winkel	Seconded:	Nick Zwaagstra		
12	<p>Election of Board of Directors – Mehdi Naimi</p> <p>The board of directors consists of:</p> <p>Executive</p> <p>President – Mehdi Naimi – going into final year</p> <p>Vice-President – Michelle Winkel</p> <p>Secretary –N/A</p> <p>Treasurer – Kayla Cardinal (also oversees Financial Committee)</p> <p>Directors</p> <p>Communication – Haley Toll <i>unanimous</i></p> <ul style="list-style-type: none"> - Oversees Journal Committee; Marketing & Promotion Committee; Newsletter Committee; Social Media Committee; Website Committee; Survey Team <p>Education – Mary Norton – standing for election <i>unanimous</i></p> <ul style="list-style-type: none"> - Oversees – Awards Committee; Conference Committee; International Committee; School Review Committee <p>Governance – Waqas Yousafzai <i>unanimous</i> (1 no by proxy, 1 abstention by proxy)</p> <ul style="list-style-type: none"> - Oversees – Bylaws Committee; Ethics Committee; Policies & Procedures Committee; Privacy Committee <p>Membership – Amanda Gee – <i>unanimous</i></p> <ul style="list-style-type: none"> - Oversees – Membership Committee; Nominations Committee; Registration Committee; Volunteer Management Committee <p>Partnership Development – Lucille Proux <i>unanimous</i> (1 abstention)</p> <ul style="list-style-type: none"> - Oversees – Advocacy Committee; Association Liaison Committee; Insurance Liaison Committee; School Liaison Committee 				

	<p>Motion: Election of Board of Directors for 2 year terms</p> <table border="1"> <tr> <td>Moved:</td> <td>Mehdi Naimi</td> <td>Seconded:</td> <td>Nick Zwaagstra</td> </tr> </table> <p style="text-align: right;">Passed (See above for details)</p>	Moved:	Mehdi Naimi	Seconded:	Nick Zwaagstra
Moved:	Mehdi Naimi	Seconded:	Nick Zwaagstra		
13	<p>Announcement of award recipients – Mehdi Naimi</p> <p>\$1,000 – Art Therapy Student Award <i>For a student member enrolled in an art therapy program</i> Awarded this year to Dana Delorme from VATI</p>				
14	<p>Announcement of 2016 conference – Mehdi Naimi</p> <p>The next CATA 2016 conference will be in Toronto, Ontario Date: October 14-16, 2016 Conference Co-chairs: Helene Burt & Gilda Raimondi</p>				
15	<p>Presentation of Honorary Members – Mehdi Naimi</p> <p>Award given to Nick Zwaagstra</p>				
17	<p>Additional items/questions from members:</p> <p>Why do Professional Members have higher membership fees than the Registered Members? - Felicitas Drobig</p> <ul style="list-style-type: none"> (i) Monica's answer – the professional members were the main thrust of the whole organization. You get all the rights by being a professional member, but the registered members have all the responsibilities. We should be open to other professionals as supervisors for students and AT's who are far from accessible supervision. (ii) Michelle – registration processes still allow up to 50% of supervision from outside the AT professionals. (iii) Change in price: professional AT's are not sure about the benefits of becoming registered. It holds a level of respect, but has to be feasible. Registered AT's shouldn't be penalized after going through the process. 				
18	<p>Additional items/questions from members:</p> <p>Should the board have the power to raise the fees or should it be proposed at an AGM? – Darilynne Hildebrandt</p> <p>Monica – it should be a society act – voted on at an AGM. It is unconstitutional.</p> <p>Mehdi's response – apology for the offense it may have caused. Registered members have achieved a higher level of competence. It will be added to the next agenda.</p> <p>Motion: Members accept the change in membership fees</p> <table border="1"> <tr> <td>Moved:</td> <td>Mehdi Naimi</td> <td>Seconded:</td> <td>Laurie Ponsford-Hill</td> </tr> </table> <p style="text-align: right;">Passed (Unanimous & 2 abstentions)</p>	Moved:	Mehdi Naimi	Seconded:	Laurie Ponsford-Hill
Moved:	Mehdi Naimi	Seconded:	Laurie Ponsford-Hill		

19	Adjournment – Mehdi Naimi		
	Motion: That the 2016 AGM be adjourned at 2 PM EST		
	Moved:	Mehdi Naimi	Seconded: Jacqueline Streudler
	Passed Unanimous		

Annual Reports 2015-2016

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President's Message

Submitted by: Mehdi Naïmi, MA, RCAT

Nanoose Bay, British-Columbia

There are a lot of mixed feelings in me right now preparing to attend my final AGM as the president. Four years is long enough to effect some change and yet not long enough to do everything one desires. And yet it is good to work within a time container that gently forces the creative mind to see the larger picture and to develop a good working environment.

When I took on the role of the president I hoped to see my way soon enough so that I could be effective and not squander a great opportunity. As it is always the case, the vision that I was looking for had been right before my eyes and I just had to shift my focus to see it more clearly. A good metaphor is always handy when I am trying to understand the complex web of relationships and dynamics around me. And *permaculture design* seemed to be *it* this time around. The image of a self-sustaining productive ecosystem that thrives on the cooperation of all its members, and the idea of the *organic design* that makes that cooperation possible, have been my guiding beacons over the past few years.

So in 2016, CATA members can find themselves held in a supportive structure that responds to their call, moves to meet their needs, and expands to allow for ongoing growth. What this means is that over the past four years, CATA has become much more responsive to its members' enquiries, requests, and suggestions. CATA has also restructured itself to meet the membership needs in the online era. And finally, by expanding our reach through restructuring our journal, making active partnerships with provincial lobbies, alliances with art therapy associations, and by putting emphasis on advocacy, we have opened up new vistas for our current members and future growth.

I am confident that the next executive team will lead CATA into a higher plain and a new era of professional success. I will hang around as the past president to make sure they do just that :-)



Vice President Report

Submitted by: Michelle Winkel, MA, ATR

Victoria, British-Columbia

2016 has been one of our strongest years during my work with the CATA Board. The Board members' commitment to advocating for art therapy in clinical settings and governing arenas pervades most of our daily work. Most of us make art and several identify as artists, which keeps the vision clear and gives us energy and power. Amanda is manifesting some of that energy right now giving birth. We wish her all the best!

The addition of several new committee members and chairs has been critical to CATA's growth and strategic focus this year. We would like to continue this expansion. A special thanks to Amanda Gee who has stepped gracefully into the Membership Chair, and Mary Norton, who has added a depth to our conversations and rigor with respect to the vision of our organization. We have improved our onboarding process for new committee members and chairs. We aim to provide support and mentorship as they develop relationships with the Board and membership, as well as learning specific tasks in their portfolio. Please identify your own areas of strength and interest to volunteer for CATA!

As a Board, we were able to spend focused time this year talking about what's currently working and strategizing about next steps as a national Association. Modernizing our journal, newsletter, website, and online presence is well underway thanks to extensive work by the communications chair and many others. I am also very proud of our commitment to increasing bilingual and culturally inclusive content, through communications, such as our new bilingual logo, and in our hiring practices. Renee, our talented new office manager has been supporting our members in French through phone and email, along with English. This is a beginning to *walk the talk* as a truly national organization.

This year we would like to form a committee to continue our work on supervision standards. We have examined how other associations are handling supervision standards, approved supervisor lists, continuing education etc., and are ready to create CATA's supervision standards. Please talk to one of us if you are interested and have experience supervising students.

I would like to extend a heartfelt thanks to Mehdi for his leadership, commitment, humour, creativity and steadiness in the past 4 years as CATA President. He has patiently and persistently kept us out of the weeds to focus on the bigger picture for CATA. Since we aren't ready to say goodbye to him, we are glad he will actively step into the past Presidency role.



Communications Report

*Submitted by: Haley Toll, BFA, MA, CCC
Edmonton, Alberta*

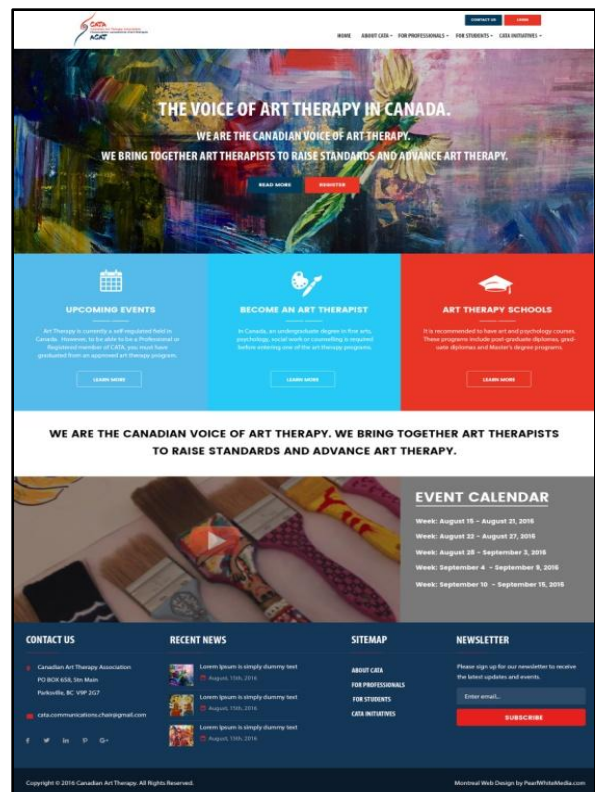
The Communications Committee has experienced an exponential amount of progress and changes during the 2015-2016 year. This committee includes: Journal, Newsletter, Social Media, Marketing and Promotion and Website. These are all hands-on and work-intensive committees that are provide the foundation for CATA-ACAT's engagement with the membership and the wider community. We have published 2 journal issues and 3 newsletters and have participated in countless hours of social media promotion and marketing over the past year.

Website

CATA-ACAT has hired a website development company called *Pearl White Media* to help us develop a new, modern and mobile-friendly website. The choice based on their proposal that included an understanding of our organizational needs, flexibility, creativity and their proposed budget. Members of Pearl White and I have been working hard over the summer to present this new website to you by the 2016 AGM. The URL of www.canadianarttherapy.org will remain the same. Please see an image of our new homepage (right).

CATA-ACAT Journal

The CATA-ACAT Journal has experienced a remarkable amount of growth over the past year. We have successfully achieved last year's goal of increased journal manuscript submissions and an engaged editorial review board committee. We now have an international Editorial Review Board Committee with members from Canada, the United States and Ireland. Our 16 committee members now meet for quarterly teleconference meetings to discuss



the strategic direction and growth of our journal. Meeting topics included: training on the new Editorial Manager Website, new Book Review Guidelines, Special Issue topics and Subsections to our journal (including *Art Therapy in Practice* and *Art Therapy Approaches*.) Furthermore, non-art therapy academic professionals (such as a drama therapist) have also been assigned to help provide a multidimensional understanding of specific submitted research topics.

Taylor and Francis has been invaluable in helping us market our special topic issues internationally online and in print, support us in engaging art therapist authors, guiding our navigation of the Editorial Manager websites, copyedit manuscripts and publish our content with a new journal design. They submit a Publisher's report two times per year. Furthermore, a new prize has been introduced this year that awards to the CATA member whose article has receives the largest Almetric score (online popularity and citations) over the past year. This year, I have presented the CATA-ACAT Journal in art therapy universities and at CATA conferences. All of CATA-ACAT's past journal issues since 1986 are accessible to all CATA members when they login to our website in the "Members Only" section.

Looking forward, the very talented and passionate Dr. Pamela Whitaker will step into the new CATA-ACAT Journal Chief Editor position in January 2017. We would like to thank Marilyn Magnuson for her vital contribution to the journal during its transition to a professional publishing company as a Guest Chief Editor since January 2015. We would also like to thank Tatiana Peet, our Book Review Coordinator, for her vital help organizing our book reviews over the past 3+ years.

Newsletter

3 newsletters in French and English have been published over the past year. I would like to extend a special thanks to our committee members: Krista Scheiner, Dianne Shannon, Marjorie Lavoie, Nathalia Gagnon, Anne Walsh, Cecile Rufie and Madeleine St Jean. I am looking forward to how the newsletter will be improved under the Research and Publications Committee chair.

Marketing and Publications Committee Report by Katie Hanczaryk, MA, LPC, ATR

The Marketing committee has been established as a result of a lively discussion at last year's conference in Halifax, discussing the need to continue to promote the field of art therapy in Canada. I have since joined the committee and been working on creating steps to advocate for the profession, educate the public, and collaborate with other CATA members on how to continue to promote the field.

The Marketing plan is currently in progress, and I have been outlining the association including who we are, and what we can offer the public. Mostly this is to become clear on how this committee can distribute specific information and target certain populations. Currently, due to the upcoming CATA conference panel on how to promote the profession of art therapy (in collaboration with Tzafi & Sandra), art therapy in hospital settings has become a focus for marketing & promotion. Distribution materials have been created in alignment with the new website for other professionals to use & distribute in their own communities.

The hopes & goals for this committee are to create national awareness of art therapy, and differentiate the Canadian Art Therapy Association from other people in the field who are currently utilizing art making in their prospective fields; to recognize the significant impact of art therapy on healing, research, and outcome measures; and to acknowledge the specific ethical and professional standards held in place by

this association. Some goals for this upcoming year include: send a press release including some statements about the association & profession to a variety of Canadian media, to collaborate with social media chairs to create inspiring campaigns to engage the public, to create a budget, and to encourage volunteers to possibly join the committee to further the ability to reach the public.

Thank you for allowing me to spread the word of art therapy, something I feel so passionately about. It feels as though the timing of this committee could not be better!

Social Media Committee Report by Andrea Hrysko

2016 has been a busy social media year for CATA/ACAT. Facebook views, likes and shares are growing exponentially. Twitter has a steadily increasing following and LinkedIn has content similar to Facebook and Twitter, with a professional personality.

The YouTube video from the 2015 conference in Halifax was savvy exposure, as it appeals to the millennial population among artistic and eclectic participants. A YouTube channel or at least a continuation of video postings would grant CATA/ACAT a larger audience. CATA/ACAT is still looking for more volunteers for the social media team, as Oona McClure has taken on the Instagram account and social media chair; Andrea Hrysko maintains the LinkedIn, Twitter and Facebook, along with Haley Toll.

There can still be headway with more connections created within the network of Art Therapy organizations and schools, nationwide. I look forward to the next year of innovative social media with regards to Canadian Art Therapy.

Instagram Report by Oona McClure

Instagram is an effective way to showcase information via interesting imagery. Over the past year I have noticed our presence on Instagram is most successful when people connect to an image that communicates an otherwise mundane idea (e.g. job posting). I have attempted to create a dialogue with followers by posing questions along with the image - this has been received with moderate success. Hashtags are a successful way to connect with other users and build the 'social network'. In order to keep a consistent presence I decided to always use certain hashtags such as #arttherapy, #arttherapist, #arttherapie, #createexplore, and #canadianarttherapy.

Instagram is an interesting social media tool for art therapy and I believe that CATA can help foster a national and international art therapy community via this platform. It would be preferable that during the conference this year, I am sent images (ASAP) that could be put on Instagram in order to share the interesting things with those unable to attend. I hope that by regularly posting meaningful and/or interesting information over the next year we will continue to increase our presence, be a source of information and actively foster connections of those interested in art therapy. Instagram site: https://www.instagram.com/cata_photos_acat/

Looking to the Future:

The Communications Chair portfolio is too large for one person to complete as a volunteer position. Therefore we are dividing this position into 2 director roles. This includes:

1. Communications Chair (Website, Social Media, Marketing and Promotion)
2. Research and Publications Chair (Journal and Newsletter)

The two directors who are willing to take these positions are very skilled, organized and enthusiastic art therapist professionals. Our goals for the upcoming year are to continue to “raise the profile” on all communications platforms by: increasing bilingual and culturally inclusive content through applying for grants and other forms of support, recruiting new talented volunteers with leadership skills, maintain high and good quality journal manuscript submissions. CATA is still looking for talented and passionate people to volunteer as committee members, the Newsletter Editor and Website Chair. CATA runs on volunteers and requires that everyone do their part and use their talents to support our profession. Thank you for the opportunity to be your Communications Committee Director and I look forward to continual and collective growth as an association of art therapist professionals.



Education Report

*Submitted by: Mary Norton, PhD, PGCAT
Edmonton, Alberta*

The Education Committee's work this year included responding to inquiries about studying or practicing Art Therapy in Canada, completing reviews to confirm that Art Therapy programs meet CATA education standards, and consulting with directors of Art Therapy programs.

We received and replied to inquiries from 25 individuals in Canada, England, the EU, India, the Middle East, South America and the USA. A number of people asked about requirements to practice Art Therapy in Canada; a task for the coming year is to research and prepare a FAQ sheet about requirements and regulations across the various jurisdictions in Canada.

We added the Winnipeg Holistic Expressive Arts Therapies Institute to the Directory of Art Therapy programs in Canada, following the successful review of their new art therapy program. We also reviewed the Groundwater program developed by the Kutenai Art Therapy Institute and supported their application for provincial accreditation. The Education Standards matrix will be updated to reflect developments and will be included on the new CATA website.

As a special focus this year, I spoke with directors of Art Therapy programs about their programs and about suggestions for the CATA Education committee. I appreciated and enjoyed the conversations and the opportunities to learn about unique aspects of each program. Compiling and following up on directors' suggestions are other tasks for the coming year, along with convening a meeting (via technology) of program directors. Thank you to the CATA Board members and to Renee for their support as I learned my way through the year as a new board member and committee chair.



Governance Report

*Submitted by: Waqas Yousafzai, B.Es, MA
Edmonton, Alberta*

2016 has been another busy and productive year for the Governance and Government Relations portfolio. This year, we drafted and implemented a series of core organizational policies to ensure CATA-ACAT continues its journey towards governance excellence. The following policies were voted on and inform the organization's decision making:

- Organizational Privacy Policy
- Administrative Fees Policy
- Membership Levels and Fees Policy
- Lapsed membership Policy
- Conflict of Interest policy
- Revised board application
- Ethics complaint form

Furthermore, the CATA-ACAT board conducted a competencies and gaps analysis. Through analysis of the board's current competencies and skillsets - we have realized the areas of organizational strengths and areas for improvement. The board has good quality access and relationships with the Canadian art therapy community. It also has the capacity to strategically plan for medium to long-term growth. On the flip side, the analysis highlighted the need for better succession planning, fundraising, and legal expertise. The board is currently in the process of creating a plan to address these areas of improvement to ensure the organization has the right mix of people necessary to face the opportunities of an evolving profession.

CATA-ACAT is also up to date with its governance reporting responsibilities. We have submitted annual filings to the Canadian Revenue Agency and ensured our files are updated with Innovation, Science and Economic Development Canada (formerly Industry Canada). 2015-16 has also been a busy year for CATA-ACAT's government relations portfolio. We have been active participants in meetings in British Columbia, Alberta, Saskatchewan, Manitoba, and Newfoundland with ongoing work on competency profiles and meetings with other associations seeking provincial regulation and development of colleges of counselling therapists. CATA-ACAT believes that work in this realm is critical for the organization to grow and be able to support its national membership. This work also has the long-term potential to increase: professional visibility, promote transparency, increase oversight, provide better insurance

coverage and strengthen the case for art therapy as a core service that should be covered under provincial and private health care plans. To ensure our membership is aware of the work that is ongoing in this area, I have started to provide regular updates through our newsletters.

In the human resources realm, we are also proud to announce some changes. The organization welcomed Renée Depocas as its new bilingual administrative voice. Renee is based out of Victoria and brings a wealth of knowledge and previous transferable experience that is focused on client service. The board also retained Sylvia Calatayd as the board's secretary, note-taker, and meeting coordinator. Sylvia is a member based in Newfoundland and supports the board with its organizational commitments on a part time basis. Welcome to both!



MEMBERSHIP REPORT

*Submitted by: Amanda Gee, BFA, RCAT, RP
Toronto, Ontario*

I had the pleasure of joining the CATA board as the Membership Director in October 2015. It has been a great experience getting to work with the board and learning about all of the internal functionings of the Canadian Art Therapy Association. It has been a pleasure to work with such a dedicated and diverse board.

My focus this past year has been to learn about the role of membership chair and its sub committees, looking into new ways to encourage the membership to get involved volunteering, to look at the membership levels and how they can become more clearly defined and to look at how the board communicates with the membership.

Looking forward to the coming year:

- Reviewing the registration package and making changes based on the input of the registration committee
- Continuing to look for ways to encourage volunteerism within the association and to get the membership more involved in CATA
- Changing and enhancing our communication with our membership

A look at our membership as of September 4, 2016

Level	Total	Active	Renewal overdue	Lapsed	Pending			New in last	
					New	Renewal	Level change	7 days	30 days
A. ASSOCIATE STUDENT	<u>18</u>	<u>12</u>	<u>2</u>	-	<u>1</u>	<u>5</u>	-	-	-
B. STUDENT	<u>120</u>	<u>109</u>	<u>10</u>	<u>1</u>	<u>9</u>	<u>1</u>	-	<u>2</u>	<u>8</u>
C. ASSOCIATE	<u>39</u>	<u>36</u>	<u>3</u>	-	<u>3</u>	-	-	<u>1</u>	<u>3</u>
D. ASSOCIATE PROFESSIONAL	<u>14</u>	<u>13</u>	<u>1</u>	-	-	<u>1</u>	-	-	-
E. PROFESSIONAL	<u>289</u>	<u>276</u>	<u>19</u>	<u>7</u>	<u>3</u>	<u>2</u>	<u>1</u>	<u>1</u>	<u>1</u>
F. REGISTERED	<u>142</u>	<u>141</u>	<u>3</u>	-	-	<u>1</u>	-	-	-
G. HON LIFE MEMBER	<u>8</u>	<u>8</u>	-	-	-	-	-	-	-
Total	<u>630</u>	<u>595</u>	<u>38</u>	<u>8</u>	<u>16</u>	<u>10</u>	<u>1</u>	<u>4</u>	<u>12</u>

CANADIAN ART THERAPY ASSOCIATION

FINANCIAL STATEMENTS

(Unaudited)

JUNE 30, 2016

CANADIAN ART THERAPY ASSOCIATION

JUNE 30, 2016

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NOTICE TO READER

To the members of the
CANADIAN ART THERAPY ASSOCIATION

We have compiled the balance sheet of the CANADIAN ART THERAPY ASSOCIATION as at June 30, 2016 and the statements of operating and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Parksville, British Columbia
September 8, 2016

LeadingLedgers Inc
Chartered Professional Accountants

CANADIAN ART THERAPY ASSOCIATION

BALANCE SHEET
(Unaudited)

AS AT JUNE 30, 2016

	2016		2015
ASSETS			
CURRENT			
Cash	\$ 16,963	\$	31,956
Short term investments	4,199		4,103
Accounts receivable	6,010		376
Other current assets	1,927		1,429
	29,099		37,864
LONG TERM			
	\$ 29,099	\$	37,864
LIABILITIES & SHAREHOLDER'S EQUITY			
CURRENT			
Accounts payable and accrued liabilities	\$ 499	\$	6,182
GST taxes payable	2,751		-
Deferred income (expenses)	(2,206)		-
	1,044		6,182
EQUITY			
NET ASSETS	28,054		31,682
	\$ 29,098	\$	37,864

APPROVED ON BEHALF OF THE BOARD:



Director *8 Sep 16 / 2016*

Director

CANADIAN ART THERAPY ASSOCIATION
STATEMENT OF OPERATIONS AND NET ASSETS
(Unaudited)
FOR THE YEAR ENDED JUNE 30, 2016

	2016	2015
Revenue		
Membership dues and subscriptions	\$ 61,595	\$ 39,045
Operating expenses		
Administrative services	16,382	25,293
Insurance	1,640	1,250
Interest and bank charges	2,004	1,263
Newsletter, journal, and membership expenses	17,722	5,593
Office and general	1,137	7,223
Professional fees	1,325	1,200
AGM related expenses	5,123	-
Computer-related expenses	1,831	1,544
Travel expenses	8,467	3,253
Bursaries	1,000	2,100
	59,319	48,719
SURPLUS (DEFICIT)	2,276	(9,674)
Conference – net (Note 2)	(5,902)	4,440
NET SURPLUS (DEFICIT)	(3,626)	(5,234)
NET ASSETS, BEGINNING OF YEAR	31,660	36,916
	28,054	31,682
NET ASSETS, END OF YEAR	\$ 28,054	\$ 31,682

Prepared Without Audit - See Notice to Reader

CANADIAN ART THERAPY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS**

(Unaudited)

JUNE 30, 2016**1. BASIS OF PRESENTATION**

The Canadian Art Therapy Association (CATA) was founded in 1977 as a non-profit organization to unite and promote the profession of Art Therapy in Canada. The Canadian Art Therapy Association welcomes the contribution of Art Therapists and other individuals interested in the promotion of Art Therapy.

These financial statements have been prepared for management purposes and do not contain certain disclosures required by Canadian generally accepted accounting principles.

2. CONFERENCE

The annual conference is run jointly with host chapters of CATA. This represents the net proceeds or deficit received by CATA.

3. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to agree to the current year presentation.

Prepared Without Audit - See Notice to Reader

2016 CATA PROXY BALLOT FORM

I, the undersigned, hereby acknowledge that I am a voting member in good standing of the Canadian Art Therapy Association and that the person designated below has the authority to vote for me at the 2016 Annual General Meeting.

This proxy is valid for:

- All matters voted on at the meeting.
- As I have designated on this ballot.
- New items that are not on the agenda.

This ballot must be presented to the CATA President to catapresident@gmail.com no later than seven (7) days in advance of the date of the AGM or put in the ballot box that will be available at the AGM registration desk prior to the start of the meeting.

Date: _____

NAME OF THE DESIGNATED VOTER: (please print)

NAME OF THE ABSENTEE VOTER: (please print)

Signature of Absentee voter: _____

Mark your ballot with an X in the circle of your choice. If it is a NO and you would like to make a comment about this choice, please write in the space.

Agenda Item #3 - Approval of 2016 AGM Agenda

YES NO

Comments:

Agenda Item #4 - Approval of 2015 AGM Minutes

YES NO

Comments:

Agenda Item #6 – Board Structure: Divide the Communications Committee into two positions: Research and Publications Chair (Newsletter and journal) Communications Chair (website, marketing and promotion and social media)

Rationale: The communications portfolio is too large for one board member in a volunteer capacity.

YES NO

Comments:

Agenda Item #7 - Create a Board Position for Past President

YES NO

Comments:

Agenda Item # 7- Appointment of Accountant called Leading Ledgers from Parksville, BC

YES NO

Comments:

Agenda Item # 12- Election of Board of Directors

YES NO- Haley Toll- President

YES NO- Mehdi Naimi - Past President

YES NO- Treasurer - _____

YES NO- Erika Loseman- Research and Publications Director

YES NO- Andrea Hrysko - Communications Director

Comments:

A voting member wishing to vote at a subcommittee meeting or main committee meeting via proxy shall designate a member from the applicable subcommittee or main committee or an individual from the voting member's voting interest. A voting member wishing to vote via proxy shall personally contact the member or individual from their voting interest whom the member wishes to exercise the proxy and must complete the proxy form in its entirety. Failure by the member to sign the form and complete all sections by hand will invalidate the proxy. The duly executed hand-written proxy form shall be mailed, e-mailed as a scanned attachment, or faxed by the voting member, or hand delivered by the proxy holder to the chairman of the committee or subcommittee prior to the applicable meeting or action. A separate proxy form shall be completed for each individual meeting of a subcommittee or a main committee. The solicitation of proxies from voting members is prohibited. Solicited proxies will not be accepted. No voting interest shall hold or exercise proxies for more than one voting member in any subcommittee or main committee meeting. Your signature attests the above has been strictly followed.



HONOURARY LIFE MEMBER

NOMINATION FORM

A CATA Honourary Life Member (HLM) is someone who has been in the field of art therapy for over twenty years and has made a significant contribution to the field during this time. This could be either through their practice, research, writing or training. An HLM is a Registered member of CATA. An HLM is a member for life of CATA and does not pay any membership fees.

At the **2016 CATA Annual General Meeting** in **Toronto, ON** a vote will take place to choose an HLM. At this time, we would like to ask you to nominate someone you feel has made an outstanding contribution to the field of art therapy.

Please fill in the following sections, sign, scan and email to: <mailto:catasecretary@gmail.com>.

I, _____, a CATA member in good standing, would like to nominate
_____ as a CATA Honourary Life Member.

I believe this person should be a CATA Honourary Life Member because:

Signature: _____