



# 2018 ANNUAL GENERAL MEETING INFORMATION PACKAGE

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# AGM Agenda

Saturday, October 13, 2018

1.	<b>Welcome</b>	_____	Haley Toll
2.	<b>Call to Order</b>	_____	Haley Toll
3.	<b>Approval of the 2018 Agenda</b>	_____	Haley Toll
4.	<b>Approval of the 2017 AGM Meeting Minutes</b>	_____	Haley Toll
5.	<b>Presentation of Annual Report 2018</b>	_____	Haley Toll
6.	<b>Presentation of Unaudited Financial Statements</b>	_____	Sharona Bookbinder
7.	<b>Appointment of Accountant 2017-2018</b>	_____	Sharona Bookbinder
8.	<b>Election of Board of Directors</b> <ul style="list-style-type: none"><li>● Research and Publications Director: Michelle Winkel</li><li>● President: Haley Toll</li><li>● Vice President: Amanda Gee</li><li>● Communications Director: Rajni Sharma</li></ul>	_____	Waqas Yousafzai
9.	<b>Announcement of Awards and Bursaries Recipients</b>	_____	Mary Norton
10.	<b>Announcement of 2019 Conference</b>	_____	Waqas Yousafzai
11.	<b>Presentation of Honorary Life Membership</b>	_____	Michelle Winkel
12.	<b>Adjournment</b>	_____	Haley Toll

# 2017 AGM Meeting Minutes

*To be approved*

## 1. Welcome – Haley Toll

## 2. Call to Order – Haley Toll

Moved	Seconded
Sherry Beaumont	Monica Carpendale

## 3. Approval of 2017 Agenda – Haley Toll

Moved	Seconded
Christine Lummis	Monica Carpendale

## 4. Approval of the 2016 AGM Minutes – Haley Toll

Passed

Moved	Seconded
Lucille Proulx	Rapinder Kaur

## 5. Presentation of the Annual Report 2017 – Haley Toll

- **Corrections**

- Page 14

- Stephanie Godel lives in Alberta
- Sandra Hewitt-Parsons lives in Newfoundland

- Page 24

- Sylvia Calatayud is a member based in Nova Scotia

- Member asked a question about the education report in regard to researching education standards in non-CATA-affiliated Canadian art therapy programs in universities. Education Director answered that when cases are brought to the attention

of the board, they are researched. She recommended that members bring information forward if they learn of information about programs.

- Member asked Membership chair how many members were registered this year. Not known, but information is available. Two newly registered members present.
- Question to administrative assistant about definition of “poindextrous.” Question was answered.
- Member mentioned that financial graphs are unreadable when printed in black and white. Social Media Chair and Treasurer pointed out that the graphics are online, and the AGM package with the colour graphics were sent to members 30 days before the AGM.
- Member pointed out that revenue was greater last year than previous year. Treasurer explained that conference last year was particularly well attended.

**Passed** with amendments

Moved	Seconded
Susan Beniston	Aleitha Ward

## 6. Presentation of Unaudited Financial Statements – Sharona Bookbinder

**Passed** unanimously

Moved	Seconded
Monica Carpendale	Christine Lummis

## 7. Appointment of Accountant 2017-2018 – Sharona Bookbinder

Reappointing **Leading Ledgers** as accountant

**Passed** unanimously

Moved	Seconded
Monica Carpendale	Carolyn Ritchie

## 8. Election of Board of Directors – Haley Toll

Nomination of **Sherry Beaumont** as **Director of Research and Publications**

**Passed** unanimously

Moved	Seconded
Lucille Proulx	Si Transken

Nomination of **Michelle Winkel** as **Vice President**

**Passed** unanimously

Moved	Seconded
Monica Carpendale	Christine Lummis

Nomination of **Waqas Yousafzai** as **Director of Governance and Government Relations**

**Passed** unanimously

Moved	Seconded
Sandra Hewitt-Parsons	Lucille Proulx

Nomination of **Amanda Gee** as **Membership Director**

**Passed** unanimously

Moved	Seconded
Susan Beniston	Lucille Proulx

Nomination of **Mary Norton** as **Education Director**

**Passed** unanimously

Moved	Seconded
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Theresa Zip	Monica Carpendale
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**9. Announcement of Awards and Bursaries Recipients – Amanda Gee**

- Awarded **Second Year Student Bursary** to **Karine Bouchard**
- Awarded **RCAT Research Grant** to **Helene Burt**
- Awarded **Article Authorship Award** to **Cora MacLachlan** for **Art Therapy Caves: Linking Community Art to a Therapeutic Space**

**10. Announcement of 2018 Conference – Waqas Yousafzai**

- Location for **2018 CATA/ACAT Conference** to be **Montreal, QC**
- CATA President made a call for upcoming conferences to be planned at least 2 years in advance. 2019 is planned to take place in Winnipeg, while members have offered to hold the conference in Edmonton and Victoria.
- Members were interested in a conference in the territories and it was encouraged for art therapist members living in the territories to come forward.

**11. Presentation of Honorary Members – Haley Toll**

- **Nomination of Mehdi Naimi as Honorary Life Member**

**12. Paperless – Michelle Oucharek-Deo**

- Motion to make next AGM paperless with, perhaps, a few copies of the package available just in case.
- The CATA AGM Packages are available online on the CATA website 30 days in advance to the AGM.

**Passed** unanimously

Moved	Seconded
Monica Carpendale	Christine Lummis

### 13. Adjournment – Haley Toll

Passed unanimously

Moved	Seconded
Si Transken	Jodi Strom



# Annual Reports 2017-2018

## Contents

Thank You	_____	#
President's Message	_____	#

## Committee Reports

Vice President	_____	#
Communications	_____	#
Education	_____	#
Governance	_____	#
Membership	_____	#
Administration	_____	#
Research and Publications	_____	#
Treasurer	_____	#

## Financial Statements

2016-2017 Financial Statements	_____	#
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## Thank You

CATA-ACAT would like to thank the following individuals for their leadership and volunteerism this past year.

### Executive Council

President	_____	Haley Toll (NL)
Vice President	_____	Michelle Winkel (BC)
Treasurer	_____	Sharona Bookbinder (ON)


### National Directors

Communications	_____	Rajni Sharma (ON)
Education	_____	Mary Norton (AB)
Governance	_____	Waqas Yousafzai (AB)
Membership	_____	Amanda Gee (ON)
Research & Publications	_____	Sherry Beaumont (BC) (Partial term)

### Other Committee Chairs

Journal Editor	_____	Pamela Whittaker (IE)
Online Magazine	_____	Patricia Ki (ON)
Social Media	_____	Stephanie N. Godel (AB)
Advocacy	_____	Sandra Hewitt-Parsons (NS)
Conference	_____	Rachel Chainey (QC)
Conference Advisor	_____	Gilda Raimondi (ON)
Registrar (acting)	_____	Amanda Gee (ON)
Ethics	_____	Mehdi Naimi (BC)

There have also been people volunteering on committees who have not been mentioned individually here. We are thankful to all of the volunteers who have supported us and in all the capacities they serve. Thank you to our Provincial Regulation and College representatives, our Editorial Review Board and great committees. Your contributions and expertise benefits us all as a community.



We would like to acknowledge our various art therapy staff members for their support and contribution to the growth of art therapy in Canada. In addition, we would like to thank other organizations who are working with us to produce conferences and promote excellence in art therapy:

- British Columbia Art Therapy Association (BCATA)
- Ontario Art Therapy Association (OATA)
- Association des art-thérapeutes du Québec (AATQ)
- The American Art Therapy Association (AATA)

## President's Message

Submitted by: Haley Toll, MA, CCC, RCAT, RP (inactive)  
St John's, Newfoundland



Dear Canadian Art Therapy Association Members,

The AGM marks another year past. During the association's 41st year, our Board of Directors and Administrative Coordinator have been working diligently to adapt to new technological advances to work and communicate more effectively with you and one another. Luckily, we have a strong team of talented leaders within our committees and administration. Throughout the annual report below, our board of directors will delineate how the committees have moved their portfolios forward. I will highlight some successes, challenges, and aims for the upcoming year below. It is an honour to work amongst such organized, professional and creative individuals. This honour is the most thrilling part of the role as president.

Samuel Stevenson is CATA/ACAT's administrative coordinator and has been with the organization for over one year now. His commitment, innovative ideas, brilliant technological skills, and patient nature has helped our board and committees immensely. As someone who focuses on solving problems proactively, Samuel has created many technological hacks and updates, from behind the scenes, that make our work feel more seamless. He supports each committee effectively and responds to our members with compassion, helpful information, and proficiency.

Over the past year, many of the psychotherapy and counselling colleges across diverse provinces (such as Alberta, British-Columbia and Newfoundland and Labrador) have continued to make strides for professional recognition. This creates an opportunity for the Canadian Art Therapy Association to collaborate with other professional associations who have a similar aim: to support and care for people from diverse backgrounds who are seeking change and healing.

Our Alliance with the Ontario Art Therapy Association and British-Columbia Art Therapy association is growing, and now the Association des artes-thérapeutes du Québec are a part of the Alliance. With this change, it will be important to re-evaluate our collective goals and mandate, to structure how to authentically and effectively move forward in the next five to ten years. Michelle Winkel, Sharona Bookbinder, Amanda Gee and Mary Norton have spearheaded a Supervision Committee to create new supervision guidelines. The first supervision training has developed from this collaboration between associations and is occurring as a pre-conference workshop. As the Ontario Art Therapy Association is in the process of changing their Ethical Code of Conduct to be in alignment with the College of Registered Psychotherapists of Ontario, CATA/ACAT is looking forward to learning from their changes and aligning our Standards of Practice to ensure consistency. We value learning from their wisdom.

CATA/ACAT's communications portfolio has moved forward with refinement and professionalism. Most importantly, with the leadership of Rajni Sharma (Communications Director), Patricia Ki (Magazine Editor and Chair), and Stephanie Godel (Social Media Chair). The newsletter has transformed into an evocative and

artistic open-sourced magazine, with Patricia's vision. Stephanie Godel has created a consistent and professional voice for Canadian art therapy on social media, as the Social Media Chair. Their collective work has increased engagement and communication within and outside of the association. As the CATA Journal Chair, Pamela Whitaker has served her final year and has contributed greatly to the quality of our publications, in collaboration with Sherry Beaumont.

Our membership levels have changed to become more concise and helpful. For example, an inactive member category has been created, while we no longer have an associate student category (all students are now in one category). This has helped to support non-practicing art therapists (i.e. who are on maternity leave or who have retired) still access insurance and information about the profession at a reasonable rate. Our Membership Chair, Amanda Gee, has led these changes.

CATA/ACAT's survey sub-committee has been meeting to generate informative questions and gather information about changes in the art therapy profession over the past couple of years in Canada. We are curious about what the job market looks like, how much art therapists are generally paid, how art therapists practice in the field, and what clients are most served from art therapy. The sub-committee includes Anton Svendrovski, Sharona Bookbinder, Waqas Yousafzai, and myself. We hope to begin collecting data and send the survey to art therapists this year.

Finally, the Board of Directors and Administrative Coordinator met this summer to finalize CATA's Values. These values will help us make clear and transparent decisions as a board. The creation of the value statements began in our monthly online board meetings. They were then shared with membership by email and were revised based on membership feedback at our board retreat. Finally, our team created a collaborative arts-based response about these values (see image below).



Value Statement Artwork. Starting From The Right: Samuel Stevenson (Administrative Assistant), Rajni Sharma ( Communications Director), Amanda Gee (Membership Director), Haley Toll (President), Sharona Bookbinder (Treasurer), Michelle Winkel (Vice President), Waqas Yousafzai (Governance And Government Relations Director). Taking The Photo: Mary Norton (Education Director).

The five Canadian Art Therapy Association values are:

1. Collective voices of our members
2. Commitment to art therapy best practices
3. Inclusion & diversity
4. Collaboration, creativity, and innovation
5. Integrity and accountability in action

I cannot put into words how much work and heart that our group of volunteers has given to CATA/ACAT. Their dedication to a vision of a collaborative and supportive community of art therapists who push the profession forward into our new era is remarkable and awe-inspiring. Thank you for all of those who believe in the power of art to heal and who show it through your amazing work. Moving into our 41st year, we need the

skills of adaptability, resilience, and innovation to increase ethical and appropriate representation of our profession. We must do this together as a collective whole.

Yours,

A handwritten signature in cursive script, appearing to read "Gary Carl". The signature is written in a dark ink and is positioned to the left of the page.

## Vice President Report

Submitted by: Michelle Winkel, MA, ATR, REAT  
Victoria, British-Columbia



The vice presidency supports the Board of Directors in general, and more specifically, the president. This has been an easy role because Haley Toll and the other Board members are energetic, committed, and easy-going in our working alliance. It continues to be an honour to work with this team along a truly common vision of advancing the art therapy profession in Canada.

One of my more interesting tasks this year was representing CATA at the American Art Therapy conference last November, at the request of the president who was unable to attend. I presented to the international working group about the issues we are dealing with here in Canada, as well as attending some of the informal AATA board activities. It gave me the opportunity to find out how they have negotiated Federal and State legislation for art therapy in the US, and to speak to some of their lawyers about the unique issues we face with the development of colleges in our provinces. I also received some valuable information about how AATA handles supervision standards, continuing education and other relevant topics of interest to CATA.

I supported Board members' portfolios when they were away or on leave. I continue to participate on the Education Committee to develop and advance CATA's supervision standards, and supported the Research committee and the journal, for example. The CATA journal is improving each year in its breadth of content, authorship and professionalism. Please consider contributing to the journal in this upcoming year! If you are an educator, encourage your students and alumni to get involved with the journal.

My role as Vice President is coming to a close as this two year term is ending. I feel positive about the potential of passing the baton to Amanda Gee, who is on the ballot for this position. Amanda has solid organizational skills and has built up specific CATA relevant knowledge.

Thank you to the membership for supporting our field and this unique national association!

*Michelle Winkel*

## Communications Report

Submitted by: Rajni Sharma, DTATI  
Toronto, Ontario



This has been a very exciting year for the CATA's communication team, specifically through initiatives that focus on ways to better engage CATA members. In this past year, the team and with Patricia Ki as the lead, developed a CATA brand standards guideline, which will help the association to ensure brand consistency amongst all communication channels and messaging. Included in the CATA brand guidelines are logos (both languages), letterhead, signatures and e-blast template .

New this year is the re-brand of CATA's e-blast, called *Sharing Art Therapy*, a bi-weekly e-blast providing information on workshops, association updates conferences, job postings, CATA conference updates, etc. Having a bi-weekly e-blast has become a platform for members to access and share opportunities with their peers on a regional and nation level. I continue to encourage members to share their art therapy-related opportunities with CATA communications, which then can be distributed to all members through the e-blast.

Another exciting endeavour has been the development of CATA's values, which was shared in Haley's report. The CATA values were created by the board members with feedback and suggestions provided by CATA members. Next steps will be to ensure these values are placed on the website and used as a frame of reference while making board-level decisions.

In addition, a special mention to team members Stephanie Godel and Patricia Ki who have been instrumental in sharing art therapy updates and stories with members and the wider community through the online magazine and social media platforms. I have had the opportunity to connect with each of them to discuss their vision, projects and help support their initiatives. As part of this year's communications report, both Patricia and Stephanie would like to share the following updates.

A handwritten signature in black ink, appearing to be 'Patricia Ki'.

### **Envisage: CATA Online Magazine**

*Patricia Ki, DTATI, MSW, RSW*

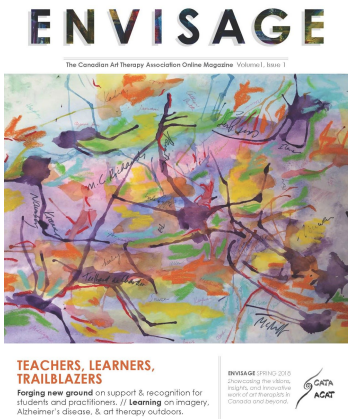
Editor & Committee Chair, Envisage — CATA Online Magazine

Over the past year the CATA newsletter has first undergone a redesign, then a complete transition of format to an online magazine. The inaugural issue of Envisage: The CATA Online Magazine was published in June 2018. Whether as a newsletter or magazine, we have created a professional, organized design system that reflects CATA's overall branding and public image as a national





association. These transformations were driven by the depth and breadth of the articles and artwork that we have been receiving from the art therapy community, and a desire to offer an accessible platform for practitioners' and students from all career stages to have their work published, properly acknowledge and effectively promoted, thereby helping to promote and advance the profession of art therapy as a whole. From weaving in galleries of artwork and art therapists' reflections between articles, to featuring interviews with practitioners who are forging new ground in practice and research, the magazine aims to magnify the core of our field -- namely, art-making and creativity -- and be a space where art therapists can learn more about each other's work, thus encouraging connections and support within the community. We have also collaborated closely with the CATA Journal in exchanging ideas and engaging with writers, and we would like to express our deep appreciation for the CATA Journal editor, Pamela Whitaker, for her ongoing support and encouragement. Envisage, in both English and French, means to envision possibilities that have not yet taken form. We chose this name because it speaks aptly to the process of art therapy, and we are committed to continually building and growing Envisage as a place where art therapists' work and dreams are affirmed, supported and celebrated.



## CATA Social Media

*Stephanie N. Godel, BEd/BSc*  
Social Media Committee Chair

Social media work this year was focused on some of the plans set out in last year's report, such as live-tweeting the 2017 Conference, gaining verified status, making better use of metrics to guide postings, running more regular social media campaigns, and testing social media management tools. Recurring campaigns related to the CATA Journal and Magazine, including author profiles, have been important elements of our online presence. The Board's approval of a paid Hootsuite subscription made this work possible.



Key tasks for the upcoming year will include the recruitment of volunteers, distillation & communication of clear guidelines related to social media content, seeking feedback from members about what they'd like to see from CATA's social media, and increasing engagement.

## Education Report

Submitted by: Mary Norton, PhD, RCAT  
Edmonton, Alberta



My activities as Education Chair this year were more responsive than proactive as I journeyed with surgery, chemotherapy and radiation. Thank you to board members who supported my absence from winter board meetings and who took on some of my responsibilities.

With Michele Winkel's leadership and facilitation, an art therapy supervision subcommittee was formed. As an important first step, the committee organized a 2018 CATA pre-conference workshop on supervision. Thank you to Michele and to Amanda Gee, Christine Lummis, Monica Carpendale, Rapinder Kaur and Sharona Bookbinder for their commitment, creativity and action on this committee.

With Samuel's administrative support and in consultation with other board members, I continued to respond to inquiries about such matters as art therapist education, qualifying for professional membership, and employment requirements and possibilities in Canada. Several inquiries required clarification of CATA's role as a non-regulatory body and referral to provincial requirements and regulations for psychotherapy practice.

I am well now and I intend to turn my rebounded energy toward clarifying guidelines for Prior Learning Assessment and Recognition (PLAR) for art therapy training. The process will start with research and consultation and I welcome CATA members and others interested in PLAR to join me in this work. As 2019 will be my last year as Education Chair, I also welcome inquiries from CATA members who might be interested in stepping into this role.

Mary Norton

## Governance and Government Relations Report

Submitted by: Waqas Yousafzai, B.Es, MA, GCPM  
Calgary, Alberta



2018 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 in 2017/8 and inform the organization's decision making:

- Update to organizational privacy policy
- Update to board application process
- Update to administrative fees policy
- Update to social media policy
- Update to Board training and development policy

Within the Governance portfolio falls the busy and active advocacy committee. Late last year, under the chairmanship of Sandra Hewitt-Parsons, the advocacy committee created six art therapy brochures focusing on trauma, seniors, children, hospitals, and health centres. The committee also worked on an art therapy advocacy letter. These well designed and audience-specific materials were distributed to our national membership in June via e-blast. It is my hope that our members are able to build from these materials and use them to advocate for art therapy in their communities and places of work. In 2018, the board also approved funding for an art therapy road show that will see grass roots advocacy work being done in the Atlantic provinces.

2016-17 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 on-going in this area, I also take time to provide regular updates through our newsletters.

During our 2018 annual conference in Montreal this year, we are also holding a discussion panel on regulations and regulatory work underway nationally. This panel builds upon my presentation at the 2017 annual conference held in Vancouver. If you would like to get involved with this work or would like to find out more, your regional members are: Christine Lummis (British Columbia), Olga Perju (Alberta), Nicola Sherwin-Roller (Saskatchewan), Adriana Leinberger (Manitoba) and Sandra Hewitt-Parsons (Newfoundland and Labrador).

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. In the human resources realm, we are also proud to announce some changes. The organization is now celebrating 1+ years of Samuel Stevenson as its administrative voice. Samuel is based out of British Columbia and is the external voice and face of our organization.

Lastly, this AGM marks the halfway point of my second two-year term as a member of the Board of Directors of CATA/ACAT bringing my involvement with the art therapy community to 4+ years! It has been a fantastic learning experience and a pleasure to serve the art therapy community of Canada. Thank you for reading.

A handwritten signature in black ink, appearing to read 'We Can' followed by a stylized, abstract scribble.

## Membership Report

Submitted by: Amanda Gee, DTATI, RCAT, RP  
Toronto, Ontario



It has been another wonderful year being the membership director as part of the board of the Canadian Art Therapy Association. The year was spent answering member queries, liaising with our insurance company, participating in the supervision sub committee, and acting as the registrar for the association. Our membership continues to grow both within Canada and internationally, and we continue to have inquiries from all over the world about how to join our association.

This year we, the board, also worked to change the membership levels, and with that, the membership fees. With these changes to the membership levels we were able to streamline some of the levels such as student and associate. We also added an inactive category to accommodate those who are retiring or are not working in the field but want to remain in touch with the profession. The increase in fees that came along with these changes will help the association in many ways.

This past year I was also the acting Registrar. From October, 2017, to now, August 2018, thirteen people became Registered Canadian Art Therapists. Congratulations to all of them. With every application deadline we have more applications coming in and moving to be registered. This fall we will begin working on the revisions to the registration package to make it a more streamlined process.

### Membership Numbers as of August 31, 2018

Associate	35
Honorary Life Member	9
Inactive	11
Professional	341
Registered	165
Student	129
Total	690

A handwritten signature in black ink, appearing to be 'Amanda Gee'.

## Research & Publications Report

Submitted by: Pamela Whitaker, PhD, MA, BA, DVATI  
CATA/ACAT Journal Lead Editor  
Dundalk, Ireland




Over the past year the journal has produced two special issues: Art Therapy and Visual Culture and Creative Agency and Political Responses through Arts Therapy. Art Therapy and Visual Culture celebrated the 40th anniversary of the Canadian Art Therapy Association and the 30th anniversary issue of the journal. The Creative Agency issue showcased themes highlighted at the 2017 CATA Conference in Vancouver, as well as new territories of art therapy advocating on behalf of reconciliation, decolonisation, cultural humility and self-compassion. A productive and educational collaboration was also formed with the Canadian International Institute of Art Therapy (CiiAT). Michelle Winkel, Clinical Director of CiiAT, contributed an intriguing and thought provoking guest editorial which featured contributions from CiiAT's students from across the world. CiiAT's art therapy students also assisted with the peer reviewing of an article for the journal, and submitted photographs of artworks using found materials from their international homelands. This was a new and exciting venture for the journal to partner with an art therapy training programme, with the goal of offering students, and a faculty member, a chance to participate in the development and production of a journal issue.

A new submission topic was introduced to the journal over the past year called Soundings. This category is for succinct submissions describing a particular area of relevance to art therapy that highlights innovation, artistic ingenuity and imaginative perspectives. The writing style for this heading may be expressive, poetic or literary while still retaining references to art therapy theory and practice. Two articles have been submitted under this heading that have captured the essence of its pioneering spirit: "Public Practice Art Therapy: Enabling Spaces Across North America" by Janis Timm-Bottos and "Reconciliation: A Contemplation of the Role of Art Therapy" by Jennifer Vivian. Both of these articles (from Concordia University scholars) will be highlighted in Taylor & Francis marketing to promote the CATA/ACAT Conference in Montreal.

Taylor & Francis have invited the CATA/ACAT Journal to be part of a mentoring scheme for new authors. The journal already offers significant support to early career authors, but this initiative will further promote the journal to authors publishing for the first time. Taylor & Francis will be highlighting the journal through a marketing and social media campaign that encourages new submissions by recent graduates.

The CATA/ACAT editorial board has worked with great enthusiasm to review articles and offer significant guidance to authors. They also offer input into the management of the journal and assist with marketing and promotions. Over the past year Haley Toll, Michelle Winkel, Marygrace Berberian (New York University), and Ronald Lay (LASALLE College of the Arts, Singapore) have joined the editorial board. Their talent and experience joins the expertise that already exists on the editorial board by both national and international art therapists.



It is particularly noteworthy to applaud one of our editorial board members, Girija Kaimal, whose article “Art Therapist-Facilitated Open Studio Versus Coloring: Differences in Outcomes of Affect, Stress, Creative Agency, and Self-Efficacy” (co-authored with Janell Mensinger, Jessica Drass and Rebekka Dieterich-Hartwell) was published with (and continues to attain) a very high readership score, which placed the article in the top ten most read (and discussed) articles amongst all journals published in the Behavioral Sciences and Social Care Group of Taylor & Francis. Girija has done an exemplary job promoting the journal through press releases and social media coverage initiated through Drexel University (Philadelphia) where she both teaches and conducts research.

Over the past year Dr. Sherry Beaumont has been a valued advisor and director of research for the journal. She will be editing an upcoming special issue entitled *The Art of Words: Expressive Writing in Art Therapy*. Her extensive background as an esteemed scholar has contributed greatly to the journal’s development, and her input has truly been appreciated and admired.

I would also like to thank Stephanie Godel, CATA/ACAT Social Media Chair for her continued support and marketing of the journal. Stephanie has also coordinated and produced *The Writers’ Lounge* on social media, which features quotations and artworks from journal authors highlighting their articles and key messages. Often these features have been re-posted on Routledge Psychology Twitter which has further enhanced the profile of the journal. Patricia Ki, editor of *Envisage Magazine*, has also continued to publicise the journal and promote articles and special issues. I am very grateful to both Stephanie and Patricia for their unique expertise and enthusiasm for the journal.

Next year will see the introduction of a new editor for the journal as my term will soon come to an end. The past two years have been both challenging and invigorating as I have had the opportunity to learn from both authors and editorial board members, as well as experiencing the intricacies of the production process through our partnership with Taylor & Francis. It has been my privilege to serve as editor for the journal and be part of the CATA/ACAT team. I wish the forthcoming editor every success.

## Administrator's Report

Submitted by: Samuel Stevenson, DKATI  
Winlaw, British Columbia



It has been just over a year since I started as the Administrative Assistant for CATA and I'm enjoying the position just as much now as when I began. I feel grateful for the opportunity to serve our field in this way - to help sustain and strengthen an organization which both supports and is worthy of the work we do with our clients. It's also significant to me that the position's flexible hours, which I can fulfil from my home office, allow me to spend more precious time with my eighteen-month-old son.

The Administrative Assistant position is a mix of providing outward-facing support for our members and the public, and inward-facing support for our invaluable volunteers, committee members, and board members. Within this, I see five principles emerging from my work for CATA: consolidation, continuity, capacity, security, and professionalism. I think of these as forming the warp that the weft of my work is woven through.

Shortly after last year's conference, the board decided to add the responsibilities of the board secretary to the Administrative Assistant role. This has allowed me to work much closer with the board and increased the speed of my orientation to CATA immensely. I want to thank Sylvia Calatayud, the previous secretary, for all the time and care she brought to the position before me.

As 2018 opened, we transitioned the board and the majority of its operations onto a single platform, Google's G Suite for Nonprofits. This new platform allows for centrally managed user accounts, email, document storage and archival. The change would have been most visible to the membership in the change of all CATA-related emails to the our domain, canadianarttherapy.org. Essentially, this was a transition towards CATA's digital assets, history, and management belonging to the organization itself, rather than to whomever is currently holding a seat on the board.

I was able to work with Eileen Daniels, CATA's esteemed bookkeeper, to leverage the new G Suite platform to streamline the collection and transfer of financial documents. This has reduced the number of hours spent on wrangling up and filing expense forms, invoices and receipts. We also took another step towards automating the reception of membership fees, also freeing up administrative time for more productive tasks.

The changes made to CATA's membership levels this spring provided an opportunity for us to clarify each of these levels and update the application and renewal process, along with accompanying email communications.

I have taken on the bulk of website maintenance and have been learning the perks and limitations of the platform on which it was designed. One of the improvements we made to the website this year was to add an SSL certificate to the site - essentially making the site and the traffic on it much more secure.



Upgrades and improvements aside, one of the greatest pleasures of this position has been simply to work alongside our fabulous and dedicated board of directors and to communicate with you, CATA's membership, throughout the year. I want to thank you all for your kindness in welcoming me and your patience as I find my way in this role.

A handwritten signature in black ink, appearing to read "Saul Stein". The signature is fluid and cursive, with the first name "Saul" and the last name "Stein" clearly distinguishable.

## Treasurer's Report

Submitted by: Sharona Bookbinder, BSc, DTATI, MBA, OATR, RCAT, RP,  
Doctoral Student  
Toronto, Ontario



I am honoured and inspired by my colleagues reports, demonstrating the level of dedication and professionalism that we have brought to CATA. I am beginning the third year of my term (entered in the middle of a two-year term in Oct 2016) and really feel that there is still lots of learning to accomplish. I have had the privilege to participate in a couple committees along with treasury duties including the Supervision Committee and the National Survey Committee.

I have sought to support and improve financial processes for the Board, engaging in transparency at all levels of transaction, based on feedback and advice from our accounting firm Leading Ledgers Inc. and our bookkeeping company Balanced Bookkeeping. I am so grateful to have the support of both Chris Madarasz and Eileen Daniels to help us improve and maintain legitimate financial practices.

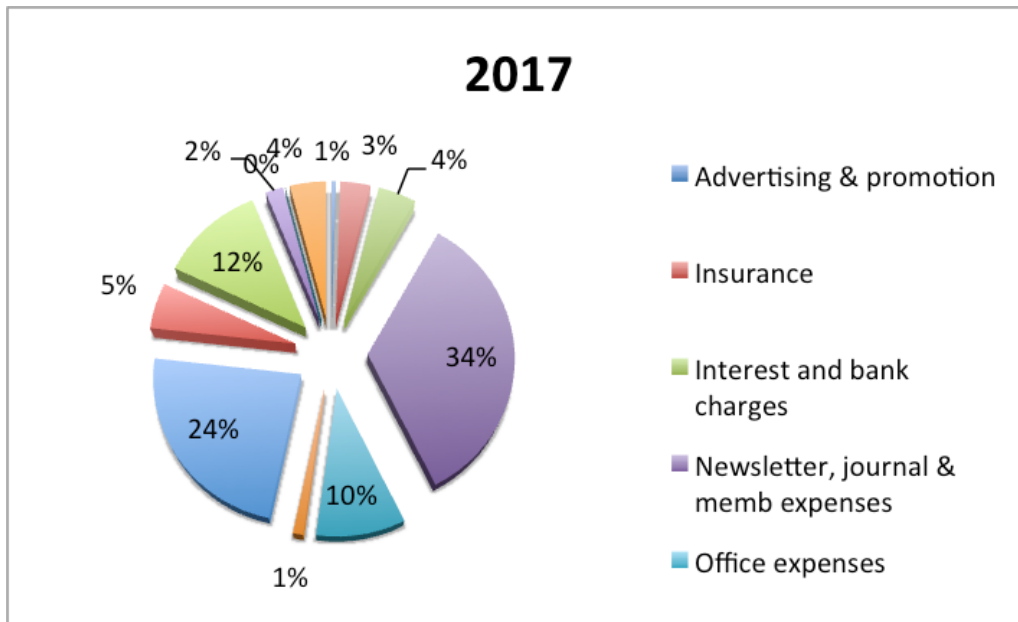
In light of some changes, our financial position is extremely stable. As you can see from our Balance Sheet, we have healthy retained earnings and liabilities that do not exceed our revenues. Certain expenses have increased and are anticipated to keep on that trend, so raising membership fees was initiated as a counter-balance.

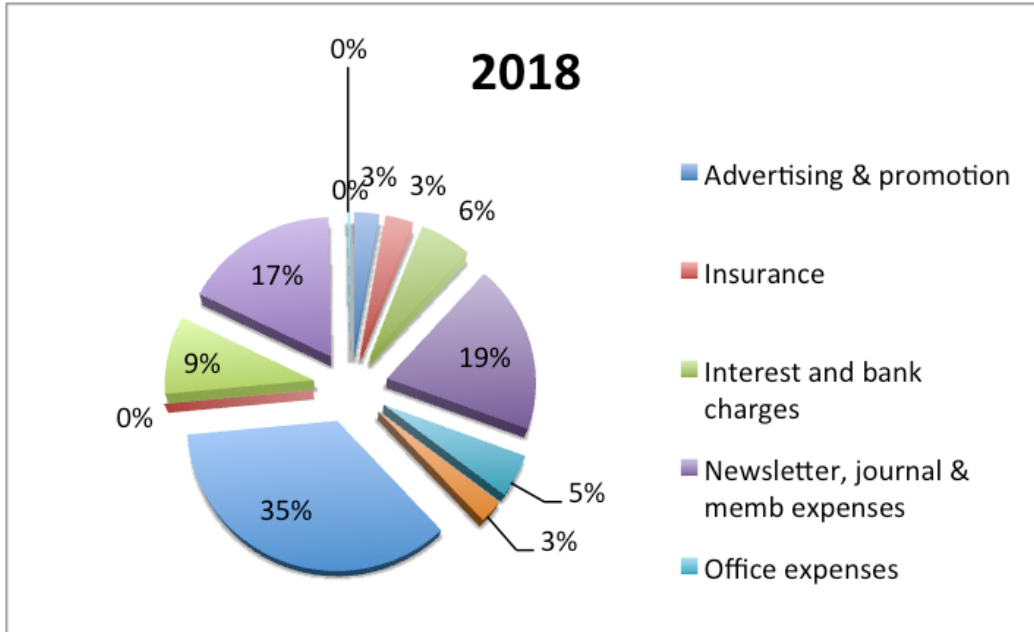
In the analysis of the Balance Sheet and Statement of Income I have found that we are right on target with maintaining a sustainable non-profit association. Please see the chart and diagrams below for reference. The main areas of expense increases or decreases are as follows:

- Newsletter, Journal & Membership expenses have decreased 16%, but this is only temporary. We paid a large bill in August, just after the closing of our year (June 30), so next years costs may well reflect an increase of over 16%.
- Administrative services have increased by 12% but it has been well worth the cost. We have an excellent Admin Coordinator, Samuel Stevenson, who has become involved in almost all of our meetings and committees, introducing technological advances and super-efficiencies. An increase in the rate of pay and involvement justifies the increase in costs and value we receive.
- Travel expenses increased by 15% this year as the Board held their retreat separate from the conference, so traveling to a common destination incurred more costs. This was implemented due to feedback that the board efficiency was diminished after a full conference and that another time of year was a better use of our collective resources.

**CATA Financial Statement 2018 Analysis**

	2018	% of total	2017	% of total	% Difference
Advertising & promotion	1480	2.8	288	0.5	2.3
Insurance	1640	3.1	1640	3.4	-0.03
Interest and bank charges	3061	5.8	2085	4.3	1.5
Newsletter, journal & member expenses	10014	18.99	16534	34.2	-16
Office expenses	2533	4.8	4625	9.5	-4.7
Professional fees	1370	2.6	550	1.1	1.2
Admin services	18672	35.4	11292	23.3	12.1
Supplies	0	0	2500	5.2	-5.2
Computer-related expenses	4652	8.8	5690	11.8	-3
Travel expenses	9186	17.4	972	2	15.4
Utilities	165	0.3	157	0	0.3
Bursaries	0	0	2000	4.1	-4.1
	<b>52773</b>	<b>99.99</b>	<b>48333</b>	<b>99.4</b>	<b>-0.23</b>





In summary, the yellow highlighted number in the chart above, indicates that although our retained earnings have increased, our profit has not. Our overall stability and regularity of costs is significantly stable indicated by change below 1% (-0.23). I look forward to the remainder of my term and welcome questions at [treasurer@canadianarttherapy.org](mailto:treasurer@canadianarttherapy.org).

*SR Bookbinder*

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# CANADIAN ART THERAPY ASSOCIATION

## FINANCIAL STATEMENTS (Unaudited)

JUNE 30, 2018

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<b>FINANCIAL STATEMENTS</b>	
Balance Sheet	2
Statement of Income and Retained Earnings	3

### NOTICE TO READER

We have compiled the balance sheet of CANADIAN ART THERAPY ASSOCIATION as at June 30, 2018 and the statements of income and retained earnings for the year then ended from information provided by management.

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


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

Parksville, British Columbia  
September 7, 2018

LeadingLedgers  
Chartered Professional Accountants

CANADIAN ART THERAPY ASSOCIATION		
BALANCE SHEET (Unaudited) AS AT JUNE 30, 2018		
	2018	2017
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 79,996	\$ 50,921
Short term investments	4,259	4,199
Accounts receivable	1,123	781
Prepaid expenses	-	1,927
	85,378	57,828
<b>LONG TERM</b>		
	-	-
	\$ 85,378	\$ 57,828
<b>LIABILITIES &amp; SHAREHOLDER'S EQUITY</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 12,936	\$ 4,769
GST/HST Payable	7,949	4,961
	20,885	9,730
<b>LONG TERM</b>		
	-	-
	20,885	9,730
<b>EQUITY</b>		
<b>RETAINED EARNINGS (DEFICIT)</b>	64,493	48,098
	\$ 85,378	\$ 57,828

APPROVED ON BEHALF OF THE BOARD:

 Sharona Bookbinder Director

 Haley Toll Director

Prepared Without Audit - See Notice to Reader

<b>CANADIAN ART THERAPY ASSOCIATION</b>			
<b>STATEMENT OF INCOME AND RETAINED EARNINGS</b>			
(Unaudited)			
<b>FOR THE YEAR ENDED JUNE 30, 2018</b>			
		<b>2018</b>	<b>2017</b>
<b>Revenues (Dues and Subscriptions)</b>	<b>\$</b>	<b>69,242</b>	<b>\$ 63,454</b>
<b>Operating expenses</b>			
Advertising and promotion		1,480	288
Insurance		1,640	1,640
Interest and bank charges		3,061	2,085
Newsletter, journal and membership expenses		10,014	16,534
Office expenses		2,533	4,625
Professional fees		1,370	550
Administrative services		18,672	11,292
Supplies		-	2,500
Computer-related expenses		4,652	5,690
Travel expenses		9,186	972
Utilities		165	157
Bursaries		-	2,000
		<b>52,773</b>	<b>47,783</b>
<b>SURPLUS (DEFICIT)</b>		<b>16,469</b>	<b>15,671</b>
Conference – Net (see Schedule and Note 2)		(74)	4,373
<b>NET SURPLUS (DEFICIT)</b>		<b>16,395</b>	<b>20,044</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>		<b>48,098</b>	<b>28,054</b>
<b>NET ASSETS, END OF YEAR</b>	<b>\$</b>	<b>64,493</b>	<b>\$ 48,098</b>

Prepared Without Audit - See Notice to Reader

**CANADIAN ART THERAPY ASSOCIATION**  
**SCHEDULE OF AGM AND CONFERENCE EXPENSES**  
(Unaudited)  
**JUNE 30, 2018**

**CANADIAN ART THERAPY ASSOCIATION**

**Schedule of Meetings (AGM  
AND CONFERENCE) Related  
Expenses**

	2018	2017
4910 Conf Reg Fees - Members	<b>38,161.88</b>	69,538.29
<b>TOTAL REVENUES</b>	<b>38,161.88</b>	69,538.29
5150 Conf Food & Bevs - Meals	<b>538.24</b>	0
5180 Conf Keynote Honorarium	<b>4,200.00</b>	3,010.67
5190 Conf Keynote Travel & Accom	<b>4,682.35</b>	687.88
5210 Conf Partner Profit Sharing	<b>3,026.42</b>	6,844.37
5230 Conf PayPal Fees	<b>0</b>	1,990.05
5250 Conf Postage & Shipping	<b>0</b>	90.37
5290 Conf Supplies - Art Materials	<b>4,271.27</b>	1,757.74
5340 Conf Technical Services	<b>0</b>	5,324.00
5360 Conf Venue Rental	<b>0</b>	37,799.40
5600 AGM - Board Accommodations	<b>0</b>	0
5610 AGM - Board Meals	<b>7.95</b>	160
5620 AGM - Board Travel	<b>2,570.34</b>	2,259.18
5630 AGM - Printing	<b>0</b>	71.3
5640 AGM - Supplies	<b>0</b>	170.09
5650 AGM - Venue Rental	<b>18,940.00</b>	5,000.00
<b>TOTAL EXPENSES</b>	<b>38,236.57</b>	65,165.05
<b>SURPLUS (DEFICIT)</b>	<b>-74.69</b>	4,373.24

Prepared Without Audit - See Notice to Reader



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**CANADIAN ART THERAPY ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS**  
(Unaudited)

**JUNE 30, 2018**

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**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.

# 2018 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 2018 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 [president@canadianarttherapy.org](mailto:president@canadianarttherapy.org) 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 2018 AGM Agenda**

YES  NO

Comments: \_\_\_\_\_

**Agenda Item #4 - Approval of 2017 AGM Minutes**

YES  NO

Comments: \_\_\_\_\_

**Agenda Item #5 - Approval of 2018 Annual Reports**

YES  NO

Comments: \_\_\_\_\_

**Agenda Item # 6 - Approval of unaudited financial statements**

YES  NO

Comments: \_\_\_\_\_

**Agenda Item # 7- Appointment of Accountant ‘Leading Ledgers’ from Parksville, BC**

YES  NO

Comments: \_\_\_\_\_

**Agenda Item # 8- Election of Board of Directors**

YES  NO- Haley Toll- President (second term)

Other nomination: \_\_\_\_\_

YES  NO- Amanda Gee - Vice President (first term)

Other nomination: \_\_\_\_\_

YES  NO- Michelle Winkel- Research and Publications Director (first term)

Other nomination: \_\_\_\_\_

YES  NO- Rajni Sharma- Communications Director (second term)

Other nomination: \_\_\_\_\_

YES  NO- Open call for a Membership Chair

Nomination: \_\_\_\_\_

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 handwritten proxy form shall be mailed, emailed 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.

# 2018 HONORARY LIFE MEMBER NOMINATION FORM

A CATA Honorary Life Member (HLM) is a Registered CATA member in good standing 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 the nominated art therapist's practice, ethical research, writing or training. They have represented the field of art therapy in an ethical, professional and creative manner to art therapists and the public. An HLM is a member for life of CATA and does not pay any membership fees. The CATA Board will review and select the honorary life member based on the nominations from the membership.

At the 2018 CATA Annual General Meeting in Montréal, QC, the award will be given to the chosen honorary life member. 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 send your nomination before October 10, 2018

Please fill in the following sections, sign and email to: [admin@canadianarttherapy.org](mailto:admin@canadianarttherapy.org)

I, \_\_\_\_\_, a CATA member in good standing, would like to nominate  
\_\_\_\_\_ as a CATA Honorary Life Member.

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

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Signature: \_\_\_\_\_