



2019 ANNUAL GENERAL MEETING
INFORMATION PACKAGE

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AGM Agenda

Saturday, October 26, 2019 | 12:00 PM MDT

1.	Welcome	_____	Amanda Gee
2.	Call to Order	_____	Amanda Gee
3.	Approval of the 2019 Agenda	_____	Amanda Gee
4.	Approval of the 2018 AGM Meeting Minutes	_____	Amanda Gee
5.	Presentation of Annual Report 2019	_____	Amanda Gee
6.	Presentation of Unaudited Financial Statements	_____	Sharona Bookbinder
7.	Appointment of Accountant 2018-2019	_____	Sharona Bookbinder
8.	Election of Board of Directors <ul style="list-style-type: none"> ● President - Amanda Gee ● Vice President - Vacant ● Treasurer - Waqas Yousafzai ● Director of Education - Heidi Argyle ● Director of Governance and Government Relations - Sharona Bookbinder ● Director of Research & Publications - Mary Norton ● Director of Communications - Vacant ● Member at Large - Vacant 	_____	Waqas Yousafzai
9.	Announcement of Awards and Bursaries Recipients	_____	Heidi Argyle
10.	Announcement of 2020 Conference	_____	Gilda Raimondi
11.	Adjournment	_____	Amanda Gee

2018 AGM Meeting Minutes for Approval

2018 AGM Agenda

Date	Oct 13, 2018	Time	12pm - 1pm	Location	Room EV6.720; Concordia University
Chair	Haley Toll	Secretary	Samuel Stevenson	Attendees	Listed below
Proxies	1	Email Votes	0		

Members

#	Member Name	Voting/Non-Voting
1	Hailey Tallman	Voting
2	Heidi Argyle	Voting
3	Nancy Currie	Voting
4	Eve Tesluk	Voting
5	Helen Bzdel	Voting
6	Katie Hanczaryk	Voting
7	Nicola Sherwin-Roller	Voting
8	Darci Adam	Voting
9	Tzafi Weinberg	Voting
10	Susan Beniston	Voting
11	Pamela Whitaker	Voting
12	Martine Guay	Voting
13	Ninat Friedland	Voting
14	Diana Hoffman	Voting

15	Anne-Marie Jobin	Voting
16	Sandra Hewitt-Parsons	Voting
17	Adriana Leinberger	Voting
18	Grace Chiu	Voting
19	Patricia Ki	Voting
20	Marie Muggeridge	Voting
21	Jennifer Vivian	Voting
22	Jazmine Tufford-Singh	Voting
23	Suzanne Clease	Voting
24	Laura Simmons	Voting
25	Carolyn Ritchie	Voting
26	Monica Carpendale	Voting
27	Olga Perju	Voting
28	Eleanor Madeley	Voting
29	Sylvia Calatayud	Voting
30	Pierre Plante	Voting
31	Johanne Hamel	Voting
32	Rapinder Kaur	Voting
33	Theresa Zip	Voting
34	Victoria Wirth	Non-Voting
35	Claire Nicholls	Non-Voting
36	Stephanie N. Godel	Non-Voting
37	Dana Stefanson	Non-Voting
38	Dawn Chaput	Non-Voting

Meeting Minutes

1.	<p>Welcome <i>Haley Toll</i></p>							
2.	<p>Call to Order <i>Haley Toll</i></p>							
3.	<p>Approval of the 2018 Agenda <i>Haley Toll</i></p> <p>Description Waqas Yousafzai moves that two new director position be added to the election: Membership Director and Member-at-large. Theresa Zip seconds the motion.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Moved</td> <td style="width: 25%;">Suzanne Clease</td> <td style="width: 25%;">Seconded</td> <td style="width: 25%;">Rapinder Kaur</td> </tr> </table>				Moved	Suzanne Clease	Seconded	Rapinder Kaur
Moved	Suzanne Clease	Seconded	Rapinder Kaur					
4.	<p>Approval of the 2017 AGM Meeting Minutes <i>Haley Toll</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Moved</td> <td style="width: 25%;">Susan Beniston</td> <td style="width: 25%;">Seconded</td> <td style="width: 25%;">Monica Carpendale</td> </tr> </table>				Moved	Susan Beniston	Seconded	Monica Carpendale
Moved	Susan Beniston	Seconded	Monica Carpendale					
5.	<p>Presentation of Annual Report 2018 <i>Haley Toll</i></p> <p>Description Each board member introduced themselves and gave a summary of their report included below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Moved</td> <td style="width: 25%;">Monica Carpendale</td> <td style="width: 25%;">Seconded</td> <td style="width: 25%;">Carolyn Ritchie</td> </tr> </table>				Moved	Monica Carpendale	Seconded	Carolyn Ritchie
Moved	Monica Carpendale	Seconded	Carolyn Ritchie					

Presentation of Unaudited Financial Statements

Sharona Bookbinder

6. Description

- Therisa Zip asks if there were any bursaries given. Sharona answered that there were.
- Darcy Adams asks about the increase of travel expenses in budget. Sharona explained that the 15% increase was justified by separating the board retreat from the conference.

Moved	Monica Carpendale	Seconded	Adrianna Leinberger
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Appointment of Accountant 2017-2018

Sharona Bookbinder

7. Description

Sharona suggests the re-appointment of Leading Ledgers as the CATA accountant for 2018-2019.

Moved	Susan Beniston	Seconded	Carolyn Ritchie
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Election of Board of Directors

Haley Toll

8. Membership Positions

1. Research and Publications director
 - a. Nominations: Michelle Winkel
 - b. Susan Beniston moves; Christine Lummis seconds
 - c. Unanimous approval
2. President
 - a. Nominations: Haley Toll
 - b. Nicola Sherwin-Roller moves; Carolyn Ritchie seconds
 - c. Unanimous approval
3. Vice-president
 - a. Nominations: Amanda Gee (nominated by board)
 - b. Rapinder Kaur moves; Jen Vivian seconds
 - c. Unanimous approval
4. Communications Director
 - a. Nominations: Rajni Sharma
 - b. Heidi Argyle moves; Tzafi Weinberger seconds
 - c. Unanimous approval
5. Membership Director

- a. Nominations: Gilda Raimondi; Heidi Argyle
 - i. Heidi introduced herself and expressed her interest in the position
 - ii. Sharona introduced Gilda Raimondi (not present) and spoke to her qualifications for the position
 - iii. Nicola asked whether Heidi would be willing to consider the member-at-large position. Waqas explained that the member-at-large position is a new position for 1 year to help members become familiar with the duties of the board.
 - iv. Tzafi Weinberger proposed that the membership votes on the member-at-large position before the membership director position. Monica Carpendale disagrees with this suggestion.
 - v. Susan Beniston asked Heidi Argyle directly which position would be best suited to her. Heidi replied that she thought the member-at-large position would be but wanted to retain her nomination for membership director.
 - vi. Votes for Heidi Argyle - 15 votes for; Votes for Gilda Raimondi - 19 votes for
 - vii. Gilda Raimondi's nomination for membership director passes

6. Member-At-Large

- a. Nominations: Heidi Argyle (self-nominated);
 - i. Monica Carpendale inquired about how diversity informs the nomination of board positions and whether there are plans for a specific board position to support cultural diversity. Waqas Yousafzai explained that the board has a skills matrix that is used when there are multiple nominations for a single position. Sharona explained that diversity is being actively discussed by the board but that creating a specific position for a person to increase diversity on the board risked tokenism and that the board is finding other ways to support diverse representation.
 - ii. Nancy Currie moves; Nicola Sherwin-Roller seconds
 - iii. Unanimous approval

Moved		Seconded	
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Announcement of Awards and Bursaries Recipients

Mary Norton

Student Research Award

Laura Simmons

9. Student Bursary Award

Andrea Cook

Research and Publications Altmetrics Award

Moved		Seconded	
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<p>10.</p>	<p>Announcement of 2019 Conference <i>Waqas Yousafzai</i> The 2019 CATA Conference will be held in Calgary, Alberta.</p>						
<p>11.</p>	<p>Presentation of Honorary Life Membership <i>Haley Toll</i></p> <p>Description Helene Burt nominated Sister Kay Morel. Sharona Bookbinder spoke to her qualities and qualifications as an honorary life member of CATA.</p> <table border="1" data-bbox="180 831 1515 898"> <tr> <td>Moved</td> <td></td> <td>Seconded</td> <td></td> </tr> </table>			Moved		Seconded	
Moved		Seconded					
<p>12.</p>	<p>Adjournment <i>Haley Toll</i></p> <table border="1" data-bbox="180 1136 1515 1203"> <tr> <td>Moved</td> <td>Monica Carpendale</td> <td>Seconded</td> <td>Nicola Sherwin-Roller</td> </tr> </table>			Moved	Monica Carpendale	Seconded	Nicola Sherwin-Roller
Moved	Monica Carpendale	Seconded	Nicola Sherwin-Roller				

Annual Reports 2018-2019

Thank-You's

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

Executive Council

Interim President	_____	Amanda Gee (ON)
President	_____	Haley Toll (AB/ON)
Vice President	_____	Amanda Gee (ON)
Treasurer	_____	Sharona Bookbinder (ON)


National Directors

Communications	_____	Rajni Sharma (ON)
Education	_____	Mary Norton (AB)
Governance	_____	Waqas Yousafzai (AB)
Membership	_____	Gilda Raimondi (ON)
Research & Publications	_____	Michelle Winkel (BC)
Member at Large	_____	Heidi Argyle (ON)

Other Committee Chairs

Journal Editor	_____	Haley Toll (AB/ON)
Online Magazine	_____	Patricia Ki (ON)
Social Media	_____	Stephanie Godel (AB) [Outgoing] Susan Spyker (AB)
Advocacy	_____	Sandra Hewitt-Parsons (NS)
Conference	_____	Dorothy Mackintosh (AB)
Conference Advisor	_____	Gilda Raimondi (ON)
Registrar	_____	Adriana Leinberger (MB)
Ethics	_____	Waqas Yousafzai (AB)

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)
Calgary, Alberta
Ottawa, Ontario



Dear Canadian Art Therapy Association Members,

Once again, I am honored and impressed by the amount of hard work by volunteers and staff that marks CATA's 42nd year. The following document outlines the challenging, dedicated, and amazing projects and achievements of our Board of Directors, Committee Chairs, Volunteers and Administration throughout the year. At the beginning of the term, our board worked on onboarding with the new position of Member at Large and transitioning into new roles, in addition to building relationships with other national art therapy associations.

Due to the challenge with filling the Lead Editor position for the Canadian Art Therapy Journal, I took a leave from the President role to fill in the role in January 2019. With my current PhD studies and focus on art therapy research in Canada, I was happy to step into the role. I could not take-on both positions at once, as they are both intensive roles that require dedication, commitment, and time. Fortunately, CATA's Vice President, Amanda Gee, was able to skillfully and efficiently move into the role as Interim President with the support of the board and our administrative coordinator. With her many years of board experience as the Vice President and Membership Chair, Amanda understood the inner-workings of the organization has done marvellous work. She provides insightful and supportive direction as President.

As art therapists, we are constantly adapting to new client situations and needs, creative paths, opportunities, and environments. We are simultaneously generating and fostering safe, ethical, validating, and empowering experiences for ourselves and those around us with a vision for a better future. Lately, I have been inspired by Clementine Paddleford's quote, "Never grow a wishbone, daughter, where your backbone ought to be." I believe that our team of art therapy volunteers and members continue to work towards a better future with concrete steps and hard work. With each year, we are slowly assembling the building blocks to put our vision into action.

Yours,

A handwritten signature in black ink that reads "Haley Toll". The signature is written in a cursive, flowing style.

Interim President's Message and Vice President Report

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



It sure has been an eventful year for me on the board of directors of the Canadian Art Therapy Association. From being elected to the position of Vice President in Montreal in October at the 2018 conference, to stepping into the Interim President role when Haley Toll took on the lead journal editor position. It has been an honour to continue to be a part of the executive of this incredible association.

Within my various roles over this past year, I have been able to be involved in the supervision subcommittee, in the alliance of associations across the country, in conversations about the colleges forming provincially, learning with the board about anti-oppressive practice and policy, and connecting with our membership about the work they are doing. Exciting things are happening nationally in art therapy.

We had our annual board retreat in Hamilton, Ontario in April, 2019. It was there that we had the anti-oppression training. The retreat also provided the opportunity for the board to meet in person, as we come from all across the country, and to connect and discuss important topics like succession planning, how to incorporate our anti-oppression training into our policies and framework, how to make the board hierarchy more accessible, communications strategies, and possible mentorship opportunities among other things. We worked hard, and we also had a bit of fun.



The fall is my favourite time of year and the CATA conference is one main reason why. A big thank you goes out to Dorothy Mackintosh and her team for organizing and hosting this year's fantastic conference in Calgary, and I'm already looking forward to the 2020 conference. Thanks so much to all of CATA-ACAT's amazing volunteers, without you this association wouldn't be where it is. Heading into this new year, I am looking forward to continuing the work and making new connections.

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

Communications Report

Submitted by: **Rajni Sharma**, DTATI, RP, Ph.D Student
Kitchener, 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.

Last year we re-branded CATA's e-blast, called *Sharing Art Therapy*, and have been sending it out on a scheduled basis 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 national 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.

Also, exciting this year, Samuel, CATA's administrator has streamlined the process by creating an online form. All requests to share information to CATA members via e-blast and social media, can be done by filling out the form on: <https://www.canadianarttherapy.org/share-your-message/>

I had the opportunity to help organize the Anti-Oppression training for the CATA board by inviting facilitators, Kai Chen Thom and Nikhila Samuel. It was a great learning experience for the board and with the hopes of continuing to weave anti-oppression practices into the boards' planning and decision-making process.

In addition, a special mention to Stephanie Godel, CATA's previous Social Media Chair who contributed a lot of time and effort with CATA's social media platforms, while ensuring a consistent process. We thank, Stephanie for all of her hard work and wish her the best in all of her future endeavours. At the same time, we are just excited to announce Susan as the new Social Media Chair. As part of this year's communications report, both Patricia and Susan would like to share the following updates.



Envisage: CATA Online Magazine

Patricia Ki, DTATI, MSW, RSW
Lead Editor & Committee Chair

This year *Envisage: The CATA Online Magazine* continues to grow as a collective space for sharing knowledge and building connections in the field of art therapy. The publication became open access, which means that its readership has expanded from CATA members to international audiences interested in learning about the work of art therapists. In the beginning of this year we published our largest issue yet (2.1/Winter 2019), featuring five series

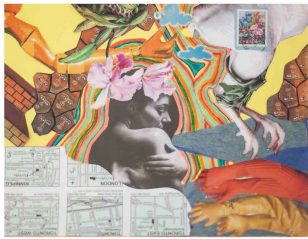


of artwork and six full-length articles, with the theme of social justice and healing. As a way to engage more deeply in conversations about social justice and advocacy work, we began collaborating with Dr. Chioma Anah (Maryland, USA), art therapist as well as founding member and the first president of Maryland

Counselors for Social Justice, in publishing an ongoing column focusing on social activism through art therapy. Our editorial team has also expanded. I'd like to thank Maria Andreeva (ON), Ninat Friedland (ON), Megan Jonkman (ON), Dianne Shannon (BC), and Susan Spyker (AB) for their dedication, patience, and meticulous attention to detail, which bring this magazine into fruition every issue. This publication would not be possible without the contributions of art therapists. We look forward to continue promoting and celebrating the work of our vibrant community.

ENVISAGE

The Canadian Art Therapy Association Online Magazine Volume 2, Issue 2



EXTRA-ORDINARY

>> **Creative persistence:** Acts of everyday striving through art-making. >> **Mindfulness:** Rediscovering the moment and what sustains us. >> **New social justice column**

ENVISAGE OFFERS 2019

showcasing the work, wisdom and knowledge of art therapists in Canada and beyond.



Social Media

Susan Spyker, MPS-AT
Committee Chair



By recently accepting the role as chair of the social media committee I have undertaken a much larger learning curve than I imagined. I will be focusing on developing my skills so that I may efficiently and effectively guide the social media content and various platforms. The work that has been done before me has been groundbreaking and exemplary. As a result the vision to advocate, market, celebrate, invite, educate, motivate, and engage has expanded exponentially.

Evidence from previous reports is that readership, followers, and viewers has increased and we would like to maintain this movement of increased engagement. Why? Members of CATA/ACAT are interested in having their beautiful, diverse and helpful profession accessible. In order to have access there is a requirement for sharing of knowledge, possibility, opportunity and more. In order to do this I will need to become proficient with the tools and platform management AND have an awesome team so that we can share in this exciting work.

Please contact me to join this team! You can take on the role of creating CATA/ACAT's Instagram posts, Twitter tweets, LinkedIn content, or Facebook storytelling. It would be a thrill for me and CATA/ACAT's growth if you would please join me and this committee to spread our amazing, awesome sauce, splendid, magnificent work. Let's increase curiosity, knowledge, and action together.

Education Report

Submitted by: **Mary Norton** PhD, RCAT
Wolfville, Nova Scotia



Among key activities this year, a Prior Learning and Recognition Committee reviewed the CATA Education Standard for admission with a view to widening access to art therapy training. Following a review of admission practices in art therapy programs and some post-secondary institutions, the committee recommended that applicants have the prerequisite undergraduate degree *or the equivalent* and that *Equivalency will be determined by a rigorous assessment (EA) conducted by the art therapy training program* (addition in parentheses). The addition does not require art therapy training programs to offer equivalency assessment.

The committee also recommended that applicants who were admitted to art therapy training through an EA are eligible to apply for RCAT once other requirements are met. The changes were approved by the CATA Board on April 28, 2019. Thank you to Susan Beniston, Monica Carpendale, Karen Stevensen and Theresa Zipp for their work with me on this committee.

As Education chair I continued to respond to inquiries about art therapy training and related matters and about requirements to practice art therapy in Canada. Of the 38 inquires, 14 were from outside of Canada, including from Germany, India and the USA. I also attended to some inquiries from art therapy programs about curriculum requirements, changes in curriculum and expanding programs.

This year there was an increase in inquiries about differences between diploma and master degree art therapy programs and employment prospects for graduates of each. I also had an inquiry about whether CATA might move towards requiring a master's degree. A committee of the CATA Board reviewed this inquiry and related questions and recognized that CATA is not in a position to require a master's degree. The committee also acknowledged the work of the pioneer diploma programs and recognized that some programs partner with universities that offer master degrees.

I have enjoyed my terms as Education Chair and have learned a good deal about art therapy training. Unfinished business includes forming a committee to develop standards for online training in art therapy and developing FAQs about art therapy programs and requirements to work as an art therapist in Canada. I hope to attend to these matters in consultation with a new Education Chair.

Mary Norton

Governance and Government Relations Report

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



2019 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. In addition to answering external membership questions regarding government and private health plans, status updates on provincial colleges and their regulations, and ongoing work on CATA-ACAT's partnership and alliance with our colleagues in the expressive arts therapies, we have been successful in working closely with the Federation of Associations for Counselling Therapists in British Columbia (FACTBC), Alberta (FACTAB), Saskatchewan (FACTSK), Manitoba (FACTMB), and Newfoundland and Labrador (FACTNL)

Specifically, Alberta's Mental Health Services Protection Act was introduced and passed in the Province of Alberta's legislature. The Act established a new College of Counselling Therapy of Alberta (CCTA) which will not begin to provide oversight and accountability to protect the public when receiving mental health and addiction services in the province. The Act also includes the counselling profession in the Health Professions Act and provides Albertans with much needed safeguards to ensure the counselling services they receive are safe, effective, and ethical. CATA-ACAT through FACT-Alberta has been advocating for regulation of the profession for almost four years and we finally saw a breakthrough with legislation impacting 4000+ members in Alberta. Even with legislation passed, the road ahead continues to be challenging, as we work towards creating a new college and continue to work to have all the mechanisms in place to move forward with regulation. We must take a moment and celebrate the small wins and thank our very own Lorian Gelink and Olga Perju for all the work they have put into making this a reality for all art therapists in Alberta and Canada.

In 2018-19, CATA-ACAT also launched the national survey of art therapists to get a better sense of employment, demographic, and client population trends. The survey delved into questions about language preferences, type of work, clinical settings, income, business support, educational background, along with questions related to skills gaps in the art therapy community in Canada. Stay tuned for updates from Sharona Bookbinder and the research team on findings that will provide a snapshot of art therapy in Canada.

The busy and active advocacy committee also falls within the Governance portfolio. Last year, under the leadership of chair Sandra Hewitt-Parsons, the committee created art therapy brochures focusing on trauma, seniors, children, hospitals, and health centres. The committee also worked on an art therapy advocacy letter to increase understanding and knowledge of the profession. Lastly, the committee caught three instances of misrepresentation of art therapy online, in the media, and community newspapers. An informational and official follow-up was promptly carried out to ensure that misinformation and inaccurate use of art therapy is not spread further.

On the regulatory side, CATA-ACAT is up to date with its governance reporting responsibilities. We have submitted annual filings to the Canada Revenue Agency and ensured our files are updated with Innovation, Science and Economic Development Canada. We have also provided timely financial statements as part of

our governance procedures and are providing the association's national membership with timely AGM minutes, last year's AGM minutes, and proxy voting cards.

On the human resources side of governance, we are also proud to announce a milestone! The organization is celebrating 2+ years of Samuel Stevenson as its administrative force. Samuel continues to be based out of BC and is the part-time external voice and face of our organization. The Board is very pleased with this administrative capacity and is thankful to him for his service and expertise.

Lastly, this AGM marks the end of my second and last term as a Governance and Government Relations Director of the Board of Directors at CATA-ACAT. From my first AGM in Nelson, BC to Halifax, Toronto, Vancouver, and now Calgary, the time has been a rewarding and great learning experience. I appreciate your trust, the opportunity to grow, and the pleasure to serve the art therapy community in Canada for five years! Thank you for reading.

A handwritten signature in black ink, appearing to read 'W. Stevenson', with a large, stylized flourish extending to the right.

Membership Report

Submitted by: Gilda Raimondi, DTATI, RCAT, RP
Whitby, Ontario



I have been involved with the Canadian Art Therapy Association for numerous years in diverse roles specifically as Councillor, Treasurer, Conference Chair, and most recently Conference Advisor. After some time away to raise my daughter, I was given the privilege and the opportunity to be part of the CATA board once again, in the role of Membership Chair. This new role for me has been meaningful because it has given me the opportunity to directly connect with CATA members both nationally and internationally. This experience provided me with some insight on how paramount it is to be part of an Association that assists in the advancement of art therapy and art therapists globally.

This first year as membership chair I provided guidance and answered inquiries related to the various membership levels, including international interest. We also initiated talks in implementing a new and improved registration application. The focus of the new form is to create a modernized and user friendly application that will be more efficient and effective in the registration process. We hope to have this form implemented in the year 2020. CATA's membership continues to increase with the collaborative effort of our registrar, Adriana Leinberger. Her hard work, knowledge and dedication greatly supported me in my role as membership chair.

Membership numbers as of Sept 2019

Associate	50
Honorary Life Member	9
Inactive	13
Professional	382
Registered	169
Student	158
Total	781

I also acted as Conference Advisor and guided the 2019 conference committee by providing conference planning information as well as answering any inquiries. Along with the collaboration of the board, we created a Conference Proposal questionnaire which was launched this year. Through this conference proposal, the board chose the 2020 Conference location which will be announced at the annual AGM. In addition, I have been assisting the 2020 conference committee with the beginning stages of conference planning.

It has been inspiring to see the growth of the Canadian Art Therapy Association and the interest we have received at a global level. I look forward to next year and to continue working towards my goals as a Membership Chair along with those of the board and CATA.

Gilda Raimondi

Research & Publications Report

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

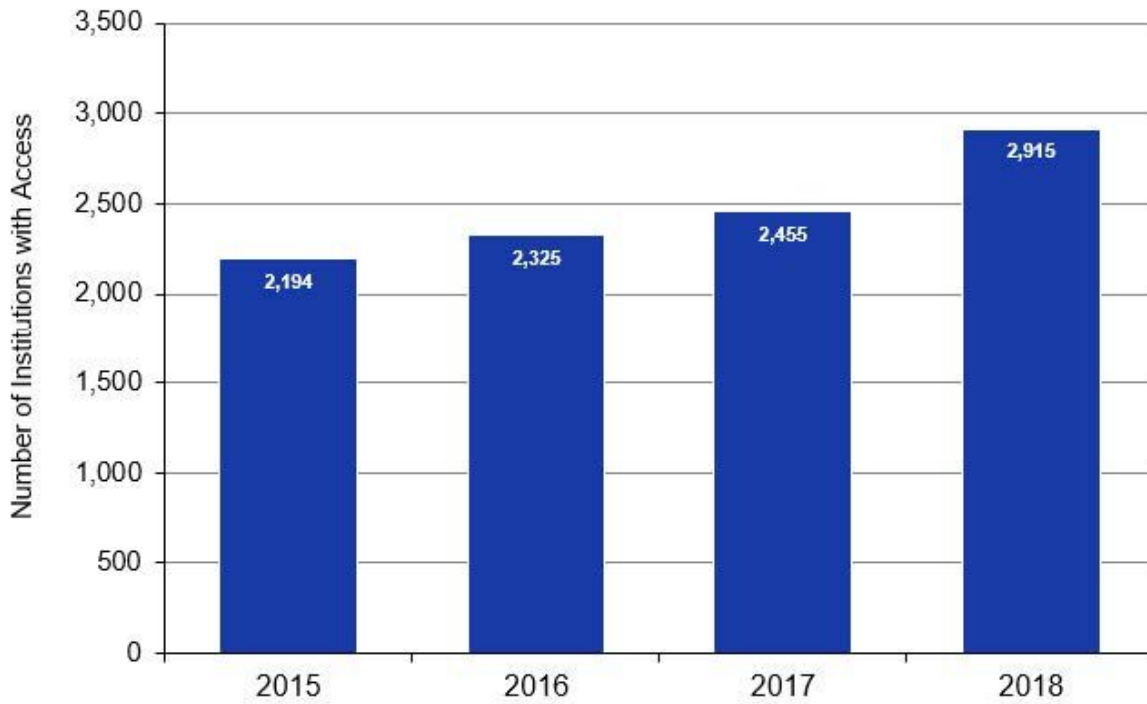


This year I stepped into this relatively new portfolio to assist with Research and Publications, which is an important mandate for CATA-ACAT. I continued to spread the word about our burgeoning journal with Canadian and international colleagues, to increase journal submissions, awareness, and readership. During my term, I met with the Taylor & Francis team to review their contractual role with us, review and provide feedback on the annual report, and suggest changes to the submission and peer review processes, based on the authors' requests.

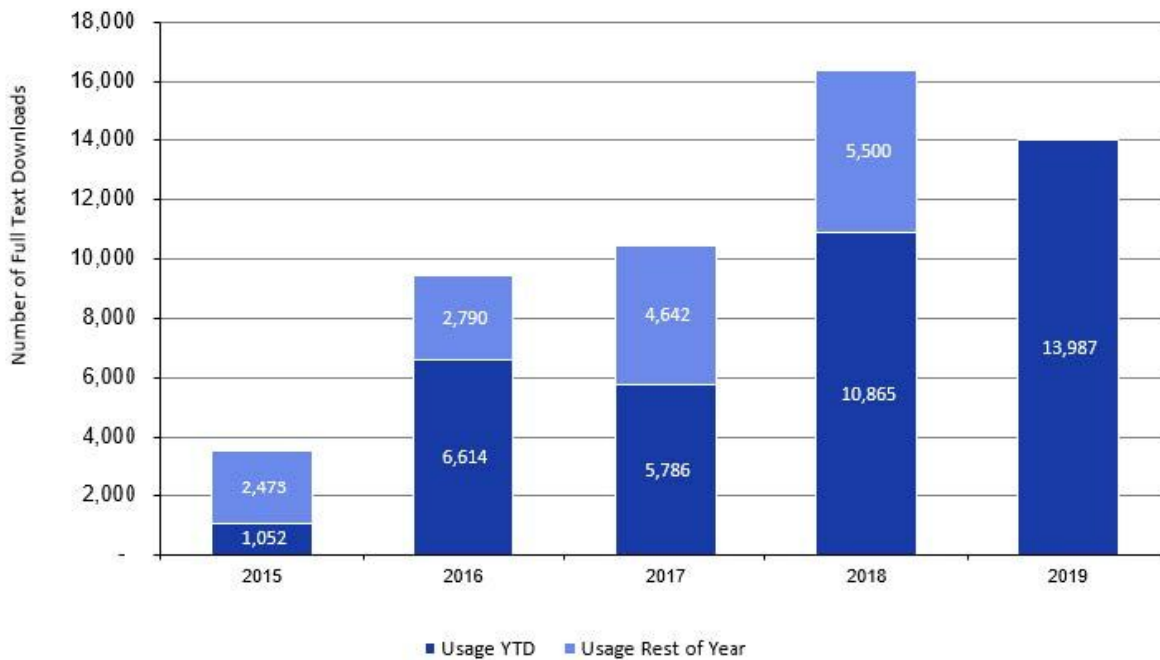
While teaching art therapy in Canada, Egypt and in Israel this year, I made efforts to connect with authors and potential authors to pitch our journal, which is becoming more respected and rigorous each year. I also continue to solicit Editorial Review Board members, to maintain the flow of the article submission, editing and acceptance process. Also, the proposed name change for the journal comes out of discussions with authors, readers, and the Taylor & Francis publishing team, and Anna Harp, the portfolio manager in particular. Haley shares more about this in her report below.

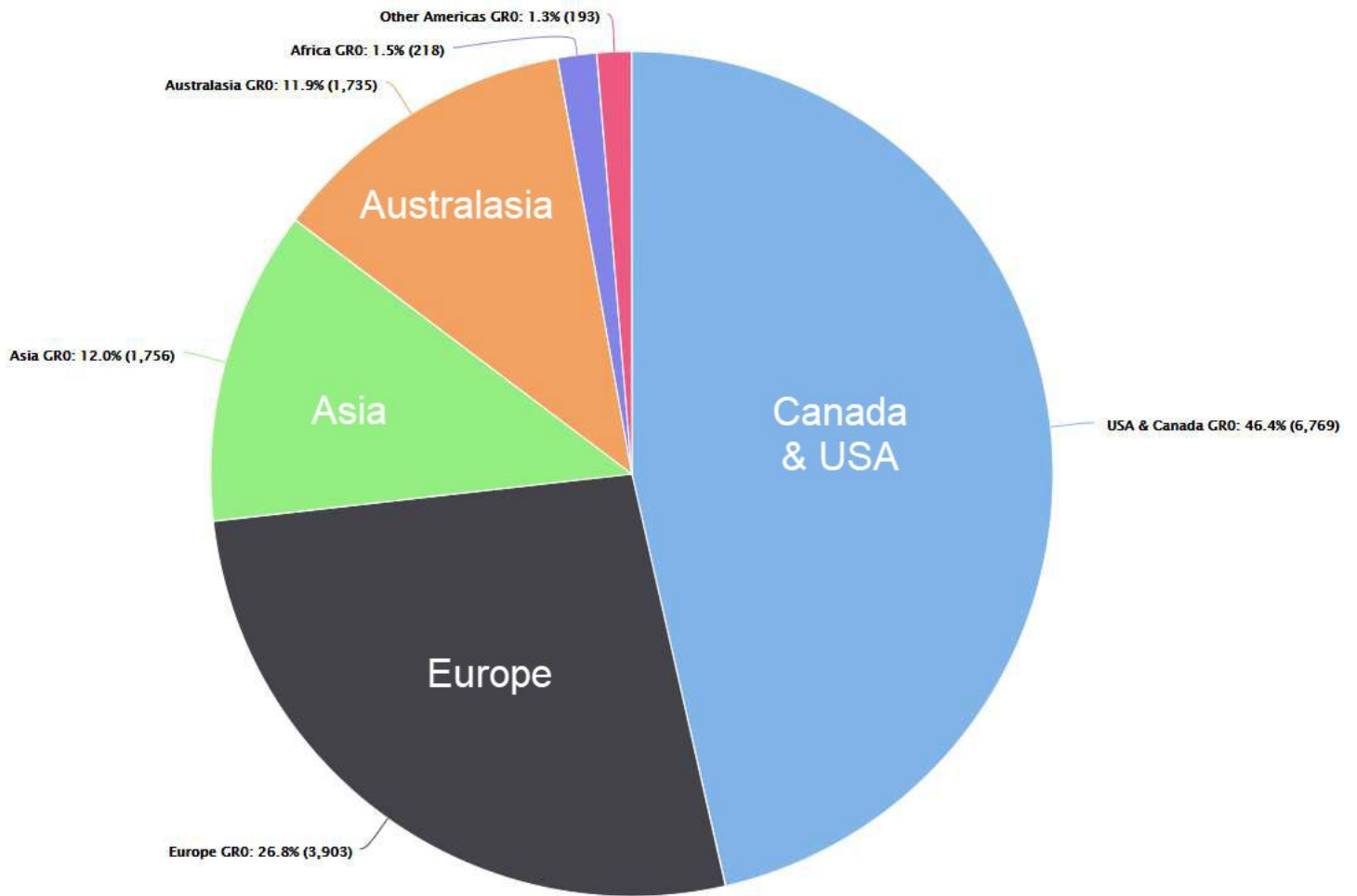
The Taylor and Francis Publisher's report describes the growth of the journal in the past few years (see figures below). Figure 1.1 shows the journal circulation data. You will notice a 33% increase in the three year period from 2015 to 2018. In figure 1.2, we see the article downloads, with a 56.9% jump from 2017 to 2018, and in figure 1.3 the downloads are separated by region across the world. We are a Canadian journal, but with demonstrated reader interest from Europe (26.8% downloads), Asia (12% downloads), and Australasia (11.9% downloads).

**Journal Circulation - Number of Institutions with Access
Via Subscription, Sales Deal or Subject Collection**



Full Text Downloads via TFO YTD vs Rest of Year





This year I will step down from the Board to focus on other work and life tasks. I will continue to contribute by participating in subcommittees. I have very much enjoyed being part of the strong CATA-ACAT team in these past years, and am proud of the direction we have provided and will continue to provide!

Michelle Winkel

CATA/ACAT Journal

Haley Toll, MA, CCC, RCAT, RP (inactive due to studies)

Lead Editor



Similar to many portfolios, the CATA/ACAT Journal has experienced many changes over 2019. Dr. Pamela Whitaker had completed her term as Editor of the journal at the end of December 2018. During that time, Pamela has coordinated, edited, and managed the publication of various journals, including *Art Therapy and the Environment* (Vol. 30, Issue 1), *Art Therapy and Visual Culture* (Vol. 30, Issue 2), *Creative Agency and Political Responses Through Arts Therapy* (Vol. 31, Issue 2) and supporting Dr Beaumont's Guest Editing of *The Art of Words: Expressive Writing in Art Therapy* (Vol. 31, Issue 2). I would like to honour her commitment and contribution to art therapy publications and quality research in Canada. Her work has elevated the publication quality of the journal and I am so grateful for the very big shoes I hope to fill.

This year, Dr. Sherry Beaumont, in her capacity as the Research and Publications Chair and Guest Editor, published: *The Art of Words: Expressive Writing in Art Therapy* in January 2019. Dr. Beaumont also continues to be a valuable member of CATAJ's Editorial Review Board. Her contributions, advisory role, and deep knowledge of art therapy and psychology research are deeply valued.

I took on the position of the Journal Editor because we were having a challenge finding someone with the advised credentials. Luckily, as I am completing a PhD at Memorial University of Newfoundland and I have always wanted to return to this position with more knowledge and breadth of experience. When I first began the role as Editor in January, the book review process, email templates, peer review feedback forms (to simplify them), online submission categories, and journal descriptions were revised. The role as Editor of an academic journal contains multiple tasks, including: soliciting and finding research articles, developing special issue calls and themes, coordinating peer reviews and supporting our Editorial Review Board, coordinating book reviews, supporting authors in publishing, and making final decisions regarding the content of the journal, which also includes copyediting and providing detailed revisions on manuscripts before publication, and then promoting the journal, published authors and research. Furthermore, it includes supporting new authors. I will also be facilitating a Writer's Lounge and a workshop focusing on building a research community at this conference in Calgary.

The best part of the role is connecting to a valuable network of researchers. The worst part is declining research that does not fit the aims or publication quality. Saying "no" has always been my biggest problem, which I am working through as our journal has become more selective due to limits in printed pages and the large amount of wonderful submissions. The most validating part is seeing a brand new and shiny-blue printed journal publication in the mailbox.

The new Special Issue that was published in June 2019 was inspired by CATA's 39th annual conference theme, *Art Therapy: Mending What is Broken Between Us* (Vol 32, Issue 1). The theme focuses on building bridges and slowly mending perspectives, theoretical binaries, academic silos, as well as differences in cultures, backgrounds, and lived experiences. This whole issue, in collaboration with Taylor & Francis, our publishers, is Open-Access until December 2019 in a promotion campaign facilitated by Taylor & Francis. This

publication topic has also inspired our upcoming Special Issue Theme to-be published in December 2019 called, *Art Therapy: Expanding Borders and Boundaries* (Vol 32, Issue 2).

The position additionally contains imagining a vision for the future of the Canadian Art Therapy Association Journal. This year, Michelle Winkel and I decided that it would be helpful to create a new name for the Canadian Art Therapy Association Journal that is inclusive and reaches a broader audience, while reflecting contemporary perspectives of broader art therapy approaches. The CATA/ACAT Board and advisors brainstormed informative, concise, and appropriate new titles. The Board then, along with stakeholders and Editorial Review Board Members, voted on their top choices for titles. The survey will be sent to you shortly. For now (and in case you are curious), the top four choices in order of popularity are:

1. Canadian Journal of Art Therapy: Research, Practice, and Issues
2. Creative Arts & Wellbeing: The Canadian Art Therapy Association Journal
3. Canadian Creative Arts Therapies Journal: Research, Practice, and Issues
4. Arts in Health & Wellbeing: The Canadian Art Therapy Journal

I anticipate to your feedback, votes, and advice about potential title changes.

Thank you for the continued support and advisement from CATA/ACATJ's Editorial Review Board Members. We welcome new and returning members to the board this year, including Helene Burt, Cora McLachlan, Judy Weiser, and Virginia A. Froman. Thank you also to our external peer reviewers for the recent issue, including Alison Coles, David Walters, Heather McLeod, Pierre Plante, Sara Prins Hankinson, and Vera Heller. Thank you to Anton Svendrovski for your continued commitment to supporting art therapists in developing quantitative methodology skills. The publication and development of this journal would not be possible without the Taylor & Francis team, including: Anna Harp (Portfolio Manager), Nathan Clark (Production Editor), Katie Ormsby (Online Submission Coordinator), and Blake Plimpton (Marketing Associate), among others. Thank you for your continued support, advise, and enthusiasm for our journal.

Finally, a large thank you to our continued readers and research authors for your contributions, curiosity, and interest. I look forward to another colourful and productive year for the journal.



Member at Large Report

Submitted by: Heidi Argyle, MA, RCAT, RP



This first year as Member at Large has been a most wonderful learning opportunity; it was the first year the position was created, so I am grateful I had the ability to take from the year what I needed and hopefully give to CATA what it needs too.

This year I was able to work closely with Haley Toll, Michelle Winkle and Mary Norton to draft and create the new Awards criteria that will launch for next year's submission deadline. The criteria previous were vague and outdated, whereas the new criteria aims to respond to CATA's mission, vision and values, as well as adding clarity to the standards and expectations for submissions requirements. Additionally, we have set up a scoring system, which will allow committee members a framework by which to measure submissions, making the process easier and more reliable for review.

Finally, I was able to meet with the board to interview them about their positions and experiences as board members, what drives them to continuously give their precious time to the association and to the membership. They shared many wins and struggles of representing this amazing association; more exciting was being a part of many exciting conversations and new ideas circulating around the different chair portfolios.

I hope the Member at Large position will continue to grow in its ability to streamline and gather information for the board, and assist in the creation of a long-term succession planning for CATA. I cannot wait to see what the future of CATA looks like!

A handwritten signature in black ink, appearing to read 'Heidi Argyle'.

Administrator Report

Submitted by: Samuel Stevenson, DKATI
Winlaw, British Columbia



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. I see five goals as defining this role: consolidation, continuity, capacity, security, and professionalism. I continue to work towards these goals with the resources at my disposal.

Reflecting back on what we achieved this year, it stands out to me that our accomplishments scaffold off the changes I outlined in my report for last year's AGM. It feels good to note these signs of growth, even as I look to the horizon of all we want to accomplish in the coming year.

Some of the administrative changes made this year include:

- Switching over to Wild Apricot Payments, away from PayPal, allowing for direct credit card payments for membership fees and other payments.
- Developing a series of inward-facing websites to provide resources to existing board members/volunteers and to help onboard new ones.
- Creating an accessible online form for people to submit news, job posts, marketing material and other announcements to our member-wide e-blast emails and our social media channels.
- Implementing some (slight) improvements to the conference online registration process, allowing for waitlists and the ability to view one's registrations in the Wild Apricot mobile app.

Projects currently in development include:

- Moving the CATA website to a modern platform to allow for more flexibility, functionality and editability.
- Improving the conference online registration process to make it as user-friendly as possible.
- Reconfiguring our membership management platform to make the experience of membership more smooth for our members.
- Creating online forms for processes such as bursary/award applications, administrative tasks such as Letters of Good Standing, and RCAT registration.

These projects - along with my ongoing correspondence with members, prospective students, the inquiring public, and our board of directors - has made this part-time position a full and rich one. I want to thank our amazing board for all their support this year. I especially want to express my gratitude for all they did to hold things together this summer so that I could take some parental leave and welcome our youngest into the world.

I continue to value this work and hope that I am bringing value to this organization and our profession as a whole.

A handwritten signature in black ink, appearing to read 'Samuel Stevenson'.

Treasurer's Report

Submitted by: **Sharona Bookbinder**
RP, MBA, Doctoral Candidate
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 ending the third year of my term (entered in the middle of a two-year term in Oct 2016) and feel that CATA's finances are secure and well-established. I have introduced some accountability strategies as well as fiscal recommendations to mitigate the revenues or losses of our larger costs such as conference and journal expenses.

I continue to have the privilege of participating in 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.

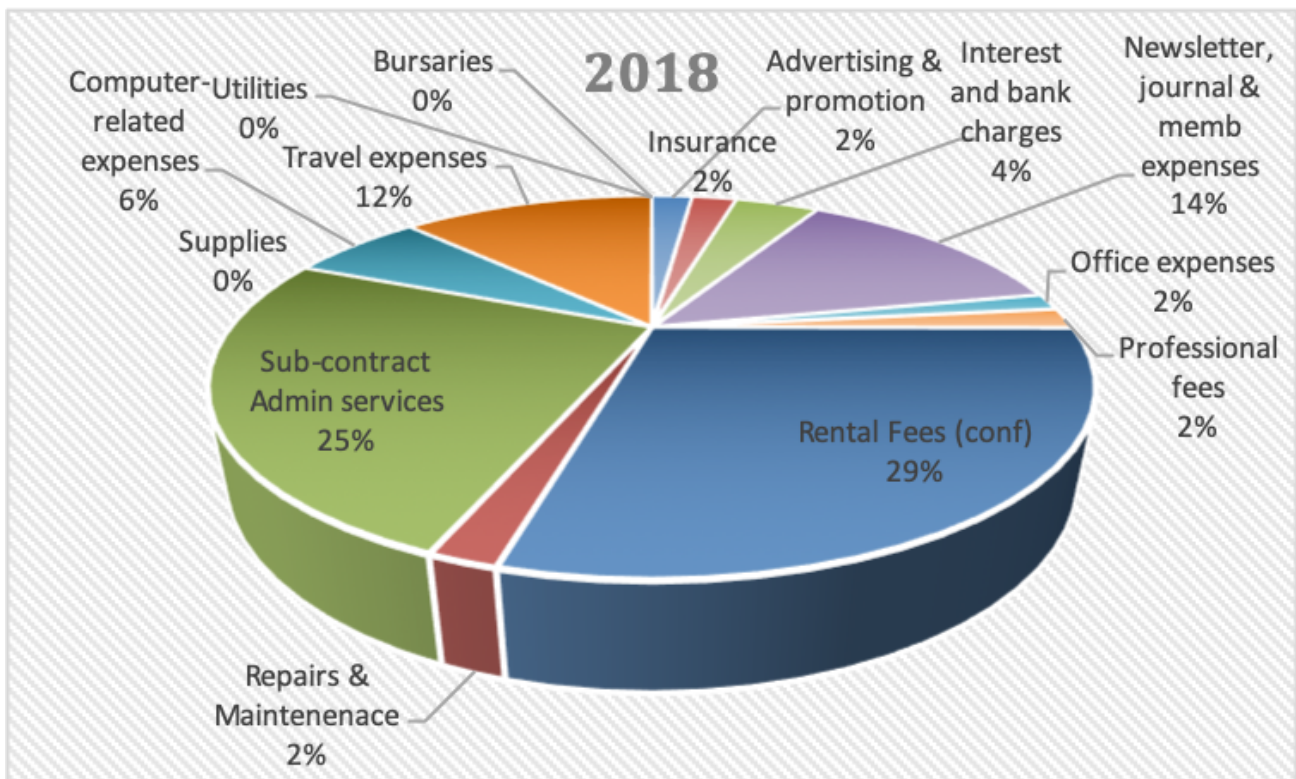
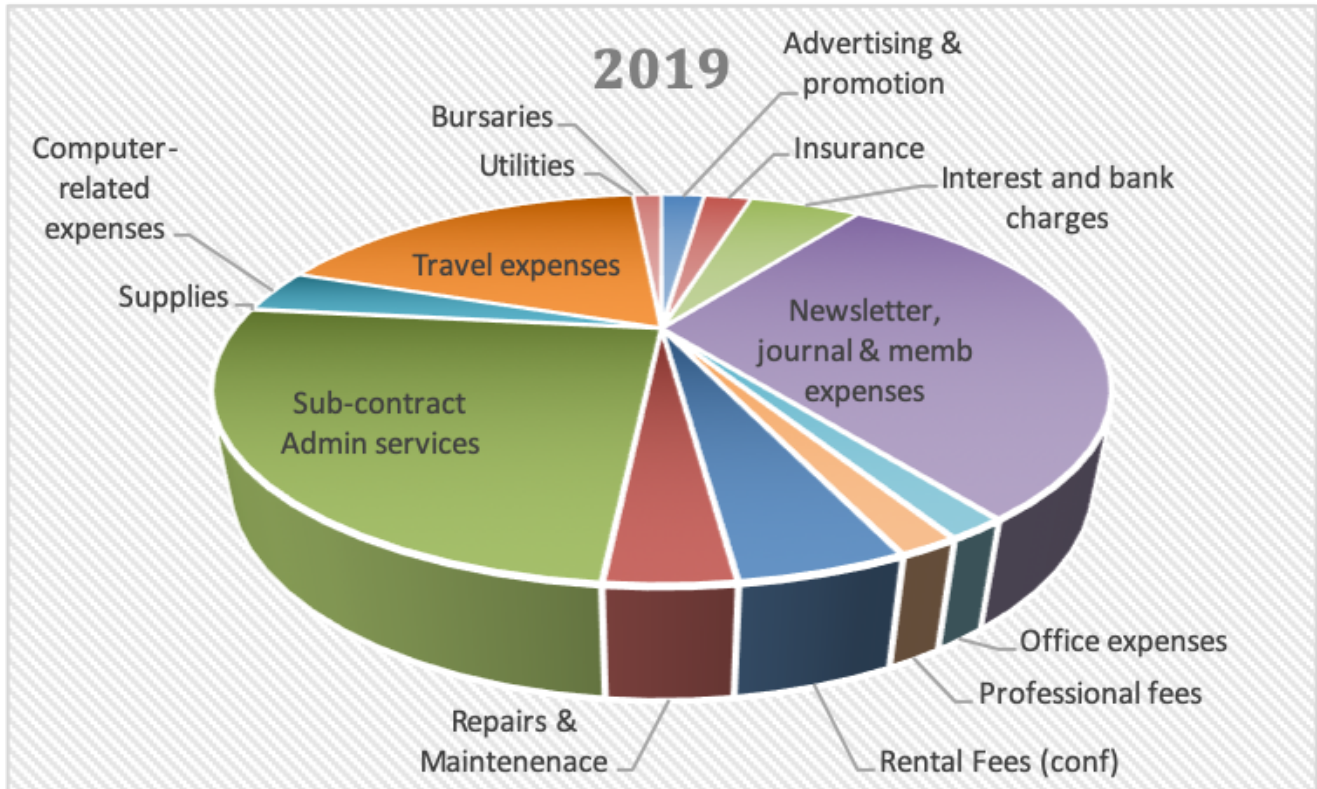
As you can see from our Balance Sheet, we have healthy retained earnings and liabilities that do not exceed our revenues. Certain expenses have increased and are anticipated to keep on that trend. This year we have managed to keep membership and conference fees stable.

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 were the greatest increase by 16.72%, as printing costs have increased this year.
- Rental fees are somewhat confusing between 2017-2018 because of differences in venue expense in different Canadian cities.
- Travel expenses increased by only 5.7% this year even though we added a new board member (at large) and the Board held their retreat separate from the conference, at the most common destination amongst the board (Ontario). This was implemented two years ago due to feedback that board efficiency was maximized and a better use of our collective resources, when not held before or after the conference.

CATA Financial Statement 2019 Analysis

	2018-19	% of total	2017-18	% of total	Difference
Advertising & promotion	1,500	2.1	1,480	2	0.1
Insurance	1,640	2.3	1,640	2.2	0.1
Interest and bank charges	4,233	5.4	3,061	4.1	1.3
Newsletter, journal & memb expenses	23,810	30.2	10,014	13.48	16.72
Office expenses	1,346	1.7	1,076	1.45	0.25
Professional fees	1,247	1.7	1,370	1.8	0.1
Rental Fees (conf)	3,606	4.6	21,518	29	24.4
Repairs & Maintenance	2,734	3.5	1,457	1.96	1.54
Sub-contract Admin services	19,883	25.2	18,672	25.13	0.07
Supplies	500	0.05	0	0	0.05
Computer-related expenses	2,885	3.7	4,652	6.3	2.6
Travel expenses	14,273	18.1	9,186	12.4	5.7
Utilities	192	0	165	0	0
Bursaries	1,000	1.4	0	0	1.4
	78,849	99.95%	74,291	99.82%	0.13



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% (-0.13). I look forward to presenting this report at our AGM and welcome any questions at treasurer@canadianarttherapy.org.

SR Bookend's

Financial Statements

CANADIAN ART THERAPY ASSOCIATION
FINANCIAL STATEMENTS
(Unaudited)
JUNE 30, 2019

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NOTICE TO READER	1
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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, 2019 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 23, 2019

LeadingLedgers
Chartered Professional Accountants

CANADIAN ART THERAPY ASSOCIATION
BALANCE SHEET
(Unaudited)
AS AT JUNE 30, 2019

	2019	2018
ASSETS		
CURRENT		
Cash	\$ 98,721	\$ 79,996
Short term investments	4,259	4,259
Paypal receivable	5,428	1,123
Prepaid expenses	4,371	-
	112,779	85,378
LONG TERM		
	\$ 112,779	\$ 85,378
LIABILITIES & SHAREHOLDER'S EQUITY		
CURRENT		
Accounts payable and accrued liabilities	\$ 288	\$ 12,935
GST/HST Taxes payable	7,727	7,949
	8,015	20,884
LONG TERM		
	-	-
	8,015	20,884
EQUITY		
RETAINED EARNINGS (DEFICIT)	104,764	64,494
	\$ 112,779	\$ 85,378

APPROVED ON BEHALF OF THE BOARD:

_____ Director

_____ Director

CANADIAN ART THERAPY ASSOCIATION			
STATEMENT OF INCOME AND RETAINED EARNINGS			
(Unaudited)			
FOR THE YEAR ENDED JUNE 30, 2019			
		2019	2018
Revenue	\$	94,469	\$ 69,242
Operating expenses			
Advertising and promotion		1,500	1,480
Insurance		1,640	1,640
Interest and bank charges		4,233	3,061
Memberships and licenses		23,810	10,014
Office expenses		1,346	1,076
Professional fees		1,247	1,370
Rental		3,606	21,518
Repairs and maintenance		2,734	1,457
Sub-contracts		19,883	18,672
Supplies		500	-
Computer-related expenses		2,885	4,652
Travel expenses		14,273	9,186
Utilities		192	165
Bursaries		1,000	-
		78,849	74,291
INCOME (LOSS) FROM OPERATIONS		15,620	(5,049)
Conference proceeds net of expenses		25,415	21,443
NET INCOME		40,270	16,394
RETAINED EARNINGS, BEGINNING OF YEAR		64,494	48,100
RETAINED EARNINGS (DEFICIT), END OF YEAR	\$	104,764	\$ 64,494

Prepared Without Audit - See Notice to Reader

2019 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 2019 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 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 2019 AGM Agenda

YES NO

Comments: _____

Agenda Item #4 - Approval of 2018 AGM Minutes

YES NO

Comments: _____

Agenda Item #5 - Approval of 2019 Annual Reports

YES NO

Comments: _____

Agenda Item # 6 - Approval of 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 - **President** - Amanda Gee

Other nomination: _____

Vice President - Vacant

Nomination: _____

YES NO - **Treasurer** - Waqas I. Yousafzai

Other nomination: _____

YES NO - **Director of Education** - Heidi Argyle

Other nomination: _____

YES NO - **Director of Governance and Government Relations** - Sharona Bookbinder

Nomination: _____

YES NO - **Director of Research & Publications** - Mary Norton

Nomination: _____

Director of Communications - Vacant


Nomination: _____

Member at Large - Vacant

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.