



Canadian Society of Hospital Pharmacists
60th Annual General Meeting
Regina, Saskatchewan
Sunday, August 12, 2007

MINUTES

1.0 Call to Order

The meeting was called to order at 15:12 CST.

2.0 Opening Remarks

President Shallen Letwin welcomed everyone to CSHP's 40th Annual General Meeting. The agenda for the meeting is full, so the speakers will try to be brief but informative. CSHP Council has committed to reviewing the format of this annual business meeting with the objective of streamlining it while keeping it informative.

Members were reminded that voting at this meeting is generally conducted with a show of hands, but members have the option prior to any vote of requesting a secret ballot.

CSHP's Mission, Values, and Vision 2010 were reviewed.

2.1 Moment of Reflection

In recognition of those members of the Society who passed away during the previous year, everyone present is asked to rise and observe a moment of silence.

3.0 Appointment of a Parliamentarian

Motion: Moved by Linda Poloway, seconded by Richard Jones to appoint Kevin Hall as Parliamentarian.
Motion Carried

4.0 Approval of the Agenda

Motion: Moved by Richard Jones, seconded by Adil Virani to approve the agenda as circulated.
Motion Carried

5.0 Approval of the Minutes of the 2006 Annual General Meeting

Motion: Moved by Tania Mysak, seconded by David Hill to approve the minutes of the August 13, 2006, meeting, as circulated.
Motion Carried

6.0 Summary of Branch Activities

6.1 Saskatchewan – Don Kuntz, Delegate

- On behalf of Branch President, Ellen Kachur, Don welcomed everyone to Saskatchewan and presented three highlights of Branch activity.
 - It has been an honour for the Branch to host CSHP's 60th Annual General Meeting and Educational Sessions in Regina. Personally, he is pleased to note that CSHP Council has approved a motion to change the name of the Annual General Meeting.
 - The Saskatchewan Branch has a new, exciting website which has improved the Branch's ability to communicate with its members.

- The Branch will hold a strategic planning session this fall with an objective to align the Branch's activity with CSHP National's 2010 Strategic Plan.

6.2 A.P.E.S. (Québec) -- Roxane Therrien, Delegate

- For Roxanne it is an honour to sit at the CSHP National Council table, providing her an opportunity to share CSHP's direction with the A.P.E.S. board. While CSHP does not have an official branch in Québec, through A.P.E.S. many activities similar to other branches occur, such as the CAPSI Symposium program.

6.3 British Columbia – Sharon Clark, Delegate

- Sharon extended greetings from the British Columbia Branch, and introduced the Branch President Elect, Adil Virani, and incoming Delegate, Janice Munroe, who were present at the meeting.
- The BC Branch is an active, volunteer-run branch.
- The Programs Committee has presented several events over the past year, including a Spring Therapeutics Update and Residency Presentation Night. With 10 to 12 events scheduled each year, the cost of renting facilities for branch events is a major issue. The Programs Committee has risen to the challenge, finding new venues to control the costs.
- There is a new Health Professionals Act in BC, which has generated significant concerns about the interpretation of the Act and its impact on hospital pharmacists. Branch President Sue Corrigan and other members of the Branch have been proactive in ensuring that the voice of hospital pharmacists is heard. The Branch appreciates the assistance it has received in this work from the CSHP office and the Advocacy Committee.

6.4 Alberta – Dawn McDonald, Delegate

- Dawn extended greetings from Branch President Jason Howorko, President Elect Erin Cashin, and Past President Cheryl Sadowski.
- The Branch membership is robust, reaching a new high of 529 members. The dramatic increase in membership is due in part to Branch activities and in part to the competitive malpractice insurance rates provided by CSHP.
- Provincial advocacy work was a significant area of activity for the Branch in the past year. This work was spearheaded by Jason Howorko, Branch President, External Portfolio.
- The Branch Council structure has been streamlined with the objective of enabling Council to function more effectively and efficiently. The new Council will have six fewer Council members, and two new committees will be added.

6.5 Manitoba – Patrick Fitch, Delegate

- Patrick recognized Branch President Giuseppe Aletta and President Elect Kyle MacNair in the audience.
- Over the past year, advocacy work has been a major focus of Branch activity. Bill 41, The Pharmaceutical Act, was introduced last summer, and retail pharmacists were vocal in opposing the legislation. A Special General Meeting of the Manitoba Pharmaceutical Association was called to discuss and vote on proposed amendments to the bill. CSHP Branch members were recruited to advocate for passage of Bill 41, and efforts to encourage hospital pharmacists to attend the special meeting were successful, with their motion to support Bill 41 being carried. The bill has since passed in the legislature. The Branch has been invited to provide feedback on the draft regulations at a stakeholders consultation meeting. The Branch has also encouraged its members to provide individual feedback on the regulations.

6.6 Ontario – Feng Chang, Senior Delegate

- Greetings were extended from Branch President Marie Paluzzi, President Elect Marita Tonkin, and Junior Delegate Toni Bailie.
- Branch membership has grown to 998, with an 8% increase in Active members.

- Pharmacists in Ontario will be required to carry liability insurance in 2008. The National CSHP office is working to find a competitive offering for Ontario hospital pharmacists.
- With the new faculty of pharmacy at the University of Waterloo opening in January 2008, the Branch will be adding a second student representative to its Council.
- A significant redesign of the Branch website is nearing completion.
- Planning is underway to repeat the Train-the-Trainer Research workshop for the in-coming hospital residents in early September.
- Appreciation was extended for the assistance provided by the CSHP National Office; the Ontario Branch Administrative Assistant, Susan Korporal; and the Ontario Branch Junior Delegate, Toni Bailie.

6.7 Nova Scotia – Judy McPhee, Delegate

- Judy extended greetings on behalf of Branch President Jennifer Turple.
- The Nova Scotia Branch is strong, with 144 members.
- The Branch supported its members by providing education programs.
- Revised operating guidelines for the Branch were approved at their AGM in May. Changes were made to position descriptions with the objective of making them more attractive. This included revising the term of office for the president elect and president from two years to one year for a total of three years as presidential officer.
- Recruitment efforts were focussed on students and new practitioners. A student mentorship program for Dalhousie students was held in collaboration with the New Brunswick Branch. A CSHP orientation was held for first year students during the first week of classes and branch representatives were available at other venues where pharmacy students met with the pharmacy communities of practice.
- The Branch is actively working on plans for the 2010 AGM in Halifax.
- A Thank You was extended to the Saskatchewan Branch AGM Host Committee for a great welcome and Opening Reception.

6.8 Newfoundland & Labrador – Pam Rudkin, Delegate

- Greetings were extended on behalf of Branch President Michael LeBlanc.
- The Branch has experienced a significant increase in membership, and now has 82 members.
- The biggest highlight of the year for the Branch was the celebration of its 10th anniversary. Attendees included Emily Musing representing CSHP National, and Donna Wheeler-Usher representing the Nova Scotia Branch.
- The Branch presented three new annual awards in the past year: the Clinical Clerkship Excellence Award, the Alfred G. Dawe Distinguished Service Award, and the Leadership in Pharmacy Practice Award. These awards are all sponsored by Sandoz.
- A Thank You was extended for the warm welcome to Regina.

6.9 New Brunswick – Marline Cormier-Boyd, Delegate

- Greetings were extended on behalf of the New Brunswick Branch President, Andrew Brilliant.
- The Branch has had a successful year with a great turnout at two annual meetings – the Fall 2006 Education Session and NB Branch General Meeting was held in October, and the NB Branch AGM and Education Session was held in June.
- A Train-the-Trainer Research Workshop was held in March.
- A special invitation was extended to all CSHP members to attend the CSHP Annual General Meeting and Educational Sessions in Saint John in August 2008.

7.0 Report of the Nominating Committee – Emily Musing, Chair

Elections were held this year for two Council positions. Richard Jones was elected to the position of President Elect, and Andrea Narducci was elected to the position of Student Delegate.

The **2007-2008 Executive members** were introduced and asked to stand and be recognized:

Carolyn Bornstein, President
Richard Jones, President Elect
Shallen Letwin, Past President
Maira Wilson, Director of Finance
Myrella Roy, Executive Director

The **2007-2008 Branch Delegates** were asked to stand and be recognized:

Janice Munroe, British Columbia
Dawn McDonald, Alberta
Don Kuntz, Saskatchewan
Patrick Fitch, Manitoba
Toni Bailie, Ontario (Senior Delegate)
Carolee Awde-Sadler, Ontario (Junior Delegate)
Roxane Therrien, A.P.E.S. (Québec)
Marline Cormier-Boyd, New Brunswick
Judy McPhee, Nova Scotia
Pam Rudkin, Newfoundland and Labrador
Andrea Narducci, Student Delegate

The formation of a new CSHP branch, the Prince Edward Island Branch, was announced to the membership. At their August 10, 2008, meeting, Council approved a motion to create the new branch. In the coming months, members of the Prince Edward Island Branch will be forming an Executive Committee, which will include the appointment of a Delegate to CSHP National Council.

Motion: Moved by Emily Musing, seconded by Olavo Fernandes to receive the report of the Nominating Committee, as presented.

Motion Carried

8.0 Recognition of Outgoing Council Members

The following outgoing Council members were thanked for endless efforts on behalf of CSHP as Council members.

Emily Musing, Past President
Sharon Clark, British Columbia Branch Delegate
Feng Chang, Ontario Branch Delegate
Habibat Garuba, Student Delegate.

9.0 Recognition of Outgoing Chairs and Representatives

The following Board, Committee and Task Force Chairs completed their terms over the past year.

Chris Judd, Board of Fellows
Beverly Hales, Canadian Hospital Pharmacy Residency Board
Neil Johnson, Advocacy Committee
Margaret Gray, Government & Health Policy Planning Committee
Kerry Wilbur, Membership Committee
Heather Kertland, Pharmacy Specialty Networks Coordinating Committee
Lauza Saulnier, Medication Reconciliation Task Force
Diane Brideau-Laughlin, Member Rewards & Recognition Task Force
Ken Wou, Delegation of Functions to Pharmacy Technicians Task Force

The following Pharmacy Specialty Networks (PSN) Chairs completed their terms over the past year:

Claudia Bucci, Cardiology
Feng Chang, Geriatrics
Anisha Lakhani, Infectious Diseases
David Knoppert, Paediatrics
Christina Cella, Pharmacy Residents
Habibat Garuba, Pharmacy Students
Kurt Schroeder, Small Hospitals

The following CSHP Representatives completed their terms over the past year:

David Rosenbloom, Canadian Coalition on Medication Incident Reporting and Prevention (CCMIRP)
Blair Seifert, Canadian Council for Accreditation of Pharmacy Programs (CCCAP)
Dale Wright, Canadian Council on Continuing Education in Pharmacy (CCCEP)
Céline Corman, NAPRA's National Advisory Committee on Pharmacy Practice

A Thank You was extended to:

- The Educational Services Committee and the Committee Chair, Olavo Fernandes, for their work in developing the AGM 2007 education program, and
- The Saskatchewan Branch AGM 2007 Host Committee, co-chaired by Monica Lawrence and Doug Sellinger, for their work in planning and organizing a successful 2007 AGM conference in Regina.

10.0 Executive Liaison Reports

10.1 President & External Liaison – Shallen Letwin

- Shallen Letwin presented a few highlights of work undertaken by groups in his External Portfolio over the past year:

Advocacy Committee

- Being an advocate for hospital pharmacy is an increasingly important role for CSHP, and the Advocacy Committee is a key participant in this work. The Committee recently completed a national letter-writing campaign to focus attention on the shortage of hospital pharmacists. It also provided guidance to the BC Branch in its efforts to address hospital pharmacist concerns with regulations under the new Health Professions Act.
- Commitments have been made both in CSHP's 2010 Strategic Plan and in its budget to support advocacy work. It has been recognized that CSHP will need to acquire some communications/public relations expertise to support its advocacy work.

Government and Health Policy Planning Committee

- This Committee is a consultative resource providing government relations assistance to CSHP. Over the past year they provided assistance in preparing responses to Health Canada.

Medication Reconciliation Task Force

- Attention to the role of pharmacists in medication reconciliation is spreading like wildfire. This Task Force will be working with ISMP Canada to write a joint position statement on the role of hospital pharmacists in medication reconciliation, and will review and revise where necessary the joint CSHP/CPhA position statement on seamless care with a view to incorporating medication reconciliation into these services.

The Relationship with Industry Task Force

- This group is investigating ways CSHP can strengthen its relationship with the pharmaceutical industry.
- The External Portfolio also involves links with many other external organizations, either directly through joint executive meetings or through the work of CSHP members who are elected or appointed as Representatives of CSHP to external boards.
 - Collaborative activity with CPhA currently includes work on the Task Force on a Blueprint for Pharmacy.
 - Through the North American Compact on the Advancement Hospital Pharmacy a strong relationship has developed between CSHP, the American Society of Health-System Pharmacists and the Mexican Association of Hospital Pharmacists. The three organizations are working jointly to organize the Conference on Improving the Quality of Pharmaceutical Care in North America, which will be held in Pachuca, Mexico, in October.

10.2 Past President & Internal Liaison – Emily Musing

The following is the text of Emily Musing's report to CSHP members, which was graphically enhanced with a great PowerPoint slide show.

Good afternoon CSHP members and special guests! I have the pleasure of sharing with you the many achievements within the Internal Liaison Portfolio during my term as Past President.

First of all I would like to acknowledge the host of individuals who have worked tirelessly as members of our many committees, boards and task forces and the great leadership shown by the chairs of these groups. Over the next few minutes I plan to highlight some of the accomplishments achieved within this busy and productive year. To put a face on the many individuals linked to our committees and task forces, I have tried to link my summary of each group with a photo either of the chair, or their committee or task force members.

*The **Awards Committee**, under the chairmanship of **Rosemary Zvonar**, supported another successful Awards Program at the 2007 Professional Practice Conference. This committee has been working to revise the awards and submission criteria under six new categories based on recommendations made by the Member Rewards and Recognition Task Force.*

***Sharon Clark**, who chairs the **Bylaws Committee**, is, as you can see, very photophobic. This year Sharon has been an active contributor to our Working Group on Branch Governance, providing valuable insight related to CSHP bylaws.*

*The **Membership Committee**, chaired by **Kerry Wilbur**, recently:*

- 1. reinstated the "Branch Award for New Member Recruitment",*
- 2. implemented an exit survey for individuals with expired memberships,*
- 3. and is developing criteria for branches to nominate individuals for Honorary and Honorary Life membership.*

Danica Lister, the current Manitoba Branch Membership Chair, will be stepping into the position of National Membership Chair after this Annual General Meeting, as Kerry is moving abroad to pursue a faculty position outside of Canada. I would like to take this time to thank Kerry for her leadership over the past two years.

***Ken Wou** is chair of the **Practice Standards Steering Committee**. This committee continues to revise and write standards, guidelines and position statements on behalf of the Society. The revised Guidelines for the Delegation of Functions to Pharmacy Technicians was approved at the Midterm Council Meeting this past February. Most recently the Committee completed the 2007 Guidelines for Practice Management, which has been brought forward for Council approval.*

The **Research Committee**, under the leadership of **Richard Slavik**, has been very active as usual. This committee previously initiated a Train-the-Trainer Research Workshop that has led to further sessions at the branch level. They continue to explore strategies to promote the Research and Education Grant Competition and are looking at the potential formation of a research mentorship subcommittee to mentor potential applicants, and the initiation of a research PSN.

Chris Judd chairs the **Board of Fellows**. This Board conducted another successful application review process, resulting in the conferring of CSHP Fellow status to 12 individuals at the 2007 Professional Practice Conference. This year two key Board members, Bonnie Salsman and Jeff Barnett, are stepping down. I would like to thank these two individuals for their contributions to this important Board.

The **Canadian Hospital Pharmacy Residency Board**, chaired by **Bev Hales**, has not only been active through site surveys, but also has been very busy with the development and obtaining of stakeholder feedback for new competency-based accreditation standards, which are scheduled to be implemented in June 2010. The Board will also be piloting a revised and simplified Request for Application Survey document, which will allow programs to use information already collected within the Hospital Pharmacy in Canada Annual Report.

This past year **Bill Wilson** was asked to lead the **Distinguished Service Award Ad Hoc Committee** to review award criteria as well as the nomination and voting processes. This group recommended criteria changes, which were approved by Council for use in the latest selection process. We thank Bill and his committee members for their insight and input into this most significant of awards offered by the Society.

In response to discussions held at the 2007 Midterm Council Meeting, I have also had the pleasure of working with the National office and several of our branch delegates on a **Working Group on Branch Governance**. This group has focused on three areas: Branch Structure, Financial Requirements and Branch Activities with the intent of developing greater clarity and standardization, where appropriate, related to Branch governance.

As you can see, our many volunteer committees, board and task force members have been very busy, with the support of our National office staff.

It has been my pleasure and privilege to serve as the Past President of this active society over this past year. As I step down from Executive, it is a good time to reflect upon my three years on CSHP Council and why I took on this adventure in the first place.

Contrary to **popular** belief, it was not because of the **great salary** (which is zero).

I didn't **win** my chance to be in this position as a result of a **Pharmacy Idol Contest**,

...and a **gun** was not held against my head. Although I have **say**, after chairing the Nominating Committee, which is responsible for finding candidates interested in the **President Elect position**, a little **arm-twisting** does help!

And for those of you who think that the position allows time for peace and meditation, I have news for you – I **didn't** accept this position for my health. **In fact**, I had to check for signs of **schizophrenia** on the days when I was not sure whether to answer the phone as **CSHP President** or UHN Executive Pharmacy Director. And **those were the times** that I was answering my **home phone**!

Now **some of you** may think that one of the **benefits** of being an Executive officer or Council member would be our **access** to luxurious modes of transportation.

I'm sorry to disappoint you, but in fact, here is a photo of the **one time** some of us travelled in a **limo** during Midterm Council Meeting, and that was because all the **taxis** were on **strike** in Ottawa!

Well, if this is a list of some of the reasons **not** considered when I took on the position, what **were** the reasons for accepting a position on CSHP Executive?

Perhaps **one** reason was a “**call to arms**” -- a wish to give **back** to this Society which has had such a **positive** impact on our profession over the years, resulting in the **active role** that hospital pharmacists play today.

Another reason is the chance to get to **know** and work with the many **great** individuals involved in this association across the country....

... whether we are talking about Myrella Roy, our fearless leader...

... our wonderful office staff...

... or our many Council members through the years. You'll notice that while they started off as a fairly **serious** and **sedate** group **before** I stepped onto Council,

things have loosened up a little bit...

during my tenure. Which is the reason why, I decided it was safer **not** to include a group shot of our **current** year!

But the **real** reason that I joined CSHP Council, and the **reason** that each of **you** should consider doing so is that it is just a lot of **fun**. After **all**, where **else** would you have the opportunity to...

... watch our respected delegate from Saskatchewan “**peel like a banana**”?

... witness our previous **President** “milking it for all it's worth”

... or catch up with your favourite Scooby Do characters?

So as I ride off into the sunset, thanks for the opportunity to “**shoot from the hip**” on the **honour** of being your Past President.

And a special **thanks** for the many Council members who lent a **helping hand** in making my **experience** a wonderful one! Thank you!

10.3 President Elect & Vision Liaison – Carolyn Bornstein

The following is the text of Carolyn Bornstein's report to CSHP members.

I am very happy to report that activities in the Vision portfolio have been very exciting and productive this year.

***The Education Services Committee**, with its new chair, Olavo Fernandes, was restructured to be representative of all branches. The new committee put together two exceptional educational programs this year, for the PPC and this AGM. They also revised their terms of reference and created guidelines for PSN chairs to facilitate the planning of PSN educational and business sessions at CSHP conferences. I would like to congratulate them on an outstanding job!*

***The PSNs of CSHP** are a valuable member benefit as reflected in last year's online membership survey. A PSN Review working group, whose members included Heather Kertland, several PSN chairs and CSHP office staff, revised the PSN Guide. It is now a comprehensive support document for PSN chairs, containing several new policies. A new policy on joint PSNs paved the way for the recently created Primary Care PSN,*

which is a joint venture with CPhA. Members of both organizations can join the PSN. The PSNs are now well supported by the office and have a policy for PSN-initiated research. With the revised terms of reference for the PSN Coordinating Committee, I look forward to working with the PSN chairs in the Fall as we begin our task of ongoing reviews of PSN activities, structure and support; requests for new PSNs; and insuring the promotion of practice excellence within existing PSNs by facilitating education, information sharing and research.

The Strategic Planning Committee had a very busy year as Vision 2007 comes to an end. The Committee worked with Council and the branches to create Vision 2010, its strategic objectives and the subsequent three year strategic plan. I will expand on this further during the strategic plan update.

The Hospital Pharmacy Management Leadership Task Force, chaired by Robin Ensom was also very productive. The 4 subgroups of the task force explored...

1. the impact of the changing pharmacist workforce demographics on future leaders in hospital pharmacy;
2. how to encourage and promote leadership opportunities to pharmacy students, residents and mid-career pharmacists;
3. and how to promote the positive aspects of pharmacy management.

Look for the Task Force report, complete with recommendations for CSHP Council, pharmacist managers, mid-career and new practitioners, to be published in CJHP very soon. Again, a very exciting future for all of us in preparing for the hospital pharmacy management challenges of tomorrow.

I'd like to extend my sincere appreciation to **Dale Wright** who has represented CSHP on the CCCEP board for the past 4 years. **Julie Scott** was elected as the new CSHP representative to CCCEP at the Mid-term Council Meeting last February. We look forward to working with CCCEP on future ventures.

Myrella Roy and Régis Vaillancourt represent CSHP on the **Task Force on a Blueprint for Pharmacy**. They have been involved with the development of the revised draft -- you may have received a request for your feedback on the document. CSHP will be submitting a collective response to the Blueprint. The Blueprint has been incorporated into CSHP's Vision 2010.

The Global Conference on the Future of Hospital Pharmacy, sponsored by the Hospital Pharmacy section of FIP (International Pharmaceutical Federation) will be held in Basel, Switzerland, in August 2008. The purpose of the conference is to build consensus on a preferred vision of hospital pharmacy around the world. **Feng Chang** has participated on CSHP's behalf at planning meetings for the conference held during ASHP's Midyear Clinical Meetings. CSHP has been invited to send one representative to the conference. Donations are being sought from national and international pharmacy organizations to fund travel scholarships to insure participation from as many countries as possible, including under-developed countries.

VISION 2007 – Final Report (See Appendix I)

Organizational Effectiveness

1. Three year business plan is now embedded in CSHP's strategic plan.
2. Outstanding issues under Governance are the manual and bylaw revisions which have been rolled into VISION 2010, and the implementation of ecommerce which is currently underway by CSHP office staff.
3. Surplus has been met, with the inclusion of real estate assets (i.e. condos).
4. Cost-effective office operations included hiring an operations manager and a 0.5 FTE administrative assistant and the conversion of the EOB to an electronic version.
5. Auditors advised against a contingency fund.

Advocacy and External Linkages

1. *There have been many advocacy initiatives under the new Advocacy Committee, with branch representation. These included campaigns on the role of the pharmacist as head of pharmacy services, the impact of increased experiential training (such as Entry Level PharmD -- ELPD) on hospital pharmacy practice, and currently a campaign focused on the effects of pharmacist shortages on patient care in hospitals. Several branches have also benefited from assistance provided by this Committee with local advocacy issues.*
2. *There has been ongoing involvement with CAPSI and the PDW, a brochure on hospital pharmacy was developed and is available from the office, and this year is the third year that the office will hire a student for a summer pharmacy student intern position.*
3. *Media and government relations workshops were held for Council and Advocacy Committee members, and the office is looking into an online tutorial for new branch delegates and Council members.*
4. *Several promotions have been completed including a letter campaign to directors of pharmacy about the official publications, and advertising in the e-Bulletin.*
5. *A communication strategy has been presented to Council. Plans to implement it are now within Vision 2010.*

Membership and Member Services

1. *New volunteers are now identified on committee reports to council. Committees have been asked to recruit 2 new members each year – one a new practitioner and one a new volunteer.*
2. *A Web Administrator has been hired and a member satisfaction survey regarding the website has been done. Web enhancements are ongoing.*
3. *We fell a bit short in the area of publication writing and updating, partly due to the departure of Ken Wou, the Coordinator of Professional and Membership Affairs, last December. This tactic has been rolled into Vision 2010.*
4. *Diane Brideau-Laughlin chaired the Member Rewards and Recognition Task Force, which presented several recommendations. A revision of the Awards Program, recognition of long-term members and speaker reimbursement changes are in progress.*
5. *CJHP has developed a 2013 strategic plan which is incorporated into the Vision 2010 Strategic Plan.*
6. *Member exit surveys have been done. What is outstanding is the development by the Membership Committee of some membership tools for use by the branches.*

VISION 2010 (See Appendix II)

CSHP will advocate on behalf of hospital pharmacists in a timely manner.

1. *We budgeted in 2007/08 for public relations staff assistance in the CSHP office. Two advocacy campaigns per year are planned by the Advocacy Committee.*
2. *There is a media relations strategy that we would like to explore, as well as an expansion of advocacy assistance at the branch level. Public relations publications are also in the plan.*
3. *We will advocate and promote practice change both internally and externally. Educational programs will include topics on medication reconciliation, primary care and medication and patient safety initiatives*
4. *CSHP has two representatives on the Task Force on a Blueprint for Pharmacy.*

CSHP will ensure organizational sustainability and effectiveness.

1. *We anticipate that the public relations staff member will review and facilitate the implementation of the communication plans (internally and externally).*
2. *CSHP has established a minimum cash reserve, and Council has just approved an investment policy.*
3. *Recruitment and retention strategies are always a priority for CSHP.*
4. *A new Nominating Committee policy has been approved. Committee and task force terms of reference will be revised to incorporate a vice-chair position in the membership to better plan for succession of the chair. Many exciting efforts have been suggested to engage students and new practitioners. There will be Council and Branch Reference Manual revisions pending recommendations of a Working Group on Branch Governance. Subsequent bylaw changes will also come forth.*

5. *A minimum operating reserve has been established and an Executive Director Succession Planning Policy approved.*

CSHP will serve its members through improved membership services.

1. *We will implement e-commerce, the new Web Administrator will conduct a website review and enhancements, and e-learning possibilities will be explored.*
2. *Guidelines, statements and official publications, and the website are tools for information dissemination.*
3. *CJHP's 2013 Strategic Plan will guide allocation of resources for journal development.*
4. *The PSN Review is complete. There are new terms of reference for the PSN Coordinating Committee.*
5. *Tangible member benefits will be enhanced as an outcome of the refinement of CSHP's value proposition and the implementation of the recommendations of the Rewards & Recognition Task Force and the Hospital Pharmacy Management Leadership Task Force.*

CSHP will improve patient medication outcomes and safety by advancing practice excellence through CSHP 2015.

This is an exciting new practice excellence in pharmacy initiative that you have probably heard about at PPC, or will hear more about here at the AGM! A recent announcement was sent to members and the CSHP 2015 document and self-assessment tool are now posted on the CSHP website!

1. *A communication plan to promote the 8-year project internally and externally and an official launch are planned.*
2. *Surveying methods for measuring baselines and progress will be explored and implemented.*
3. *Sharing members' success stories is critical to the success of the project. There are plans to share information on the CSHP website, in CJHP and at educational programs, with presentations and posters -- maybe even some research and residency projects!*
4. *We will work with CCHSA and other important organizations to promote changes in practice standards based on the experience and outcomes of CSHP 2015.*

10.4 Director of Finance & Finance Liaison – Moira Wilson

Moira Wilson acknowledged the leadership and great work of the Chairs in the Finance Portfolio: Mary Ensom, Editor, Canadian Journal of Hospital Pharmacy; Linda Poloway, Chair, Research and Education Foundation; Monica Lawrence and Doug Sellinger, Co-Chairs, AGM 2007 Host Committee; Corry Clarke and Jennifer Ryan, Co-chairs, AGM 2008 Host Committee; Alfred Gin and Julie Mistri, Co-chairs, AGM 2009 Host Committee.

The following is the text of Moira Wilson's report. See Appendix III for the slides that were projected in conjunction with her report.

Revenues

Revenues were slightly ahead of the previous fiscal year, with key sources being the annual conferences and membership fees. Revenues were finalized at approximately 6% more than budgeted target, exceeding budget in the areas of conference revenue, membership revenue, CJHP advertising revenue and CHPRB accreditation fees. The overall CSHP membership base has increased by 248 members from last year; a testament to the recognized value of CSHP membership.

Expenses

Although expenses were ahead of those incurred during the last fiscal year, they were finalized at approximately 1% less than budgeted. Salary expenditures were lower than budgeted, in part due to the vacancy in the Coordinator of Professional and Membership Affairs position. While PPC expenses were higher than budgeted, AGM expenses were slightly lower than budgeted. Printing and stationary costs were higher than budgeted as a result of the production of two new brochures for the recruitment of hospital and industry corporate members. Expenses for the Canadian Journal of Hospital Pharmacy were slightly higher than budgeted, primarily due to higher mailing and translation costs. It is anticipated that Journal revenues will not parallel the expenses that will be related to the planned renewal and growth of the

Journal; therefore revenues from other sources will be required to achieve the goals of the CJHP Strategic Plan. Expenses related to Council and Executive meetings, committees and Pharmacy Specialty Networks were slightly higher than budgeted. There were also some unbudgeted expenses, including expenses related to seminar webcast. Special project expenses were lower than budgeted, particularly for corporate communications strategy and membership survey.

Net Assets

Fiscal year 2006-2007 ended with an excess of revenue over expenditures of \$80,156.

Net assets equal \$997,435 and are comprised of \$479,741 in unrestricted assets as well as \$517,694 invested in the condominium property and equipment. Unrestricted assets, while remaining adequate for our needs, are lower than the previous fiscal year as the Society used some investments and operating cash to take advantage of an opportunity to purchase adjacent condominium space. The additional space will serve us very well for the next several years.

The Finance Committee will continue to work closely with the Executive Director and Council to ensure our business plan objectives detailed in the new 2010 Strategic Plan will be successfully incorporated into the budget process.

Motion: Moved by Moira Wilson, seconded by Don Kuntz that the audited statements for the 2006-2007 fiscal year be accepted as circulated.

Motion Carried

Motion: Moved by Moira Wilson, seconded by Adil Virani that Welch & Company LLP Lévesque Marchand, Chartered Accountants be appointed as auditors for the 2007-2008 fiscal year.

Motion Carried

10.5 Executive Director

The following is the text of Myrella Roy's report:

Good afternoon everyone! Salutations à tous!

On behalf of the CSHP staff, I am happy to share with you some of our accomplishments over the last 12 months.

Finance and Administration

- *Purchased a second commercial condominium unit (1086.99 square feet), adjacent to our existing head office.*
- *Drafted an investment policy which was revised and approved first by the Finance Committee and then approved by CSHP Council.*

Human Resources Management

- *Bade farewell to a few staff members:*
 - *Ken Wou, first pharmacist to occupy the position of Coordinator of Professional and Membership Affairs.*
 - *Nada Hassan, who held the position of Publications Administrator for 4.5 years and was providing administrative support to the CJHP Editorial Board and also maintained CSHP National's website.*
- *Hired two new staff members:*
 - *Sonya Heggart as Publications Administrator.*
 - *Kirsty Phillips as Web Administrator to provide support not only to National, but also to the Branches with the improvement and maintenance of the various websites.*

Resource to Executive, Council and Members

- *CHPRB: Designed and launched a new custom-made, Web-based software residency matching system within 3 months of the abolition, without advance notice, of our previous system by our original provider.*
- *CJHP Editorial Board: Customized and installed eJournalPress, a Web-based software for manuscript submission and editorial management.*
- *Launched the first series of our online educational programs; Dr. Neil MacKinnon's presentation on "Keeping current with medication safety research: what do hospital pharmacists need to know?" was recorded during the 2007 Professional Practice Conference, thanks to the sponsorship of Pharmaceutical Partners of Canada, and will soon be posted on CSHP's website; during this AGM, the presentation by Dr. Glen Pearson on "The Bottom Line on Dyslipidemia Treatment for Pharmacists" will be recorded, thanks to the sponsorship of Pfizer Canada, to become our second online educational sessions.*
- *Extended the coverage of the CSHP malpractice insurance to all pharmacists regardless of their practice setting and met the specifications of the Saskatchewan College of Pharmacists; now working on meeting the new requirements of the Ontario College of Pharmacists (OCP) for professional liability insurance.*

External Stakeholders:

- *Conducted the first phase of a major advocacy campaign on the shortage of hospital pharmacists and its impact on patient care.*
- *Provided advocacy assistance to:*
 - *the BC Branch with regard to the upcoming Pharmacists Regulations under the Health Professions Act.*
 - *the MB Branch about Bill 41, The Pharmaceutical Act.*
- *Nominated 3 pharmacists to the CPSI Board of Directors jointly with AFPC, CPhA, and NAPRA; one of our 3 nominees, Patricia Lefebvre, Pharmacist-in-chief at the McGill University Health Centre in Montreal, was appointed to the Board.*
- *Made representation to the Office of Controlled Substances, again in partnership with CPhA and NAPRA, to add pharmacists to the list of health professionals who are granted authority under the Controlled Drugs and Substances Act.*
- *Filed a submission with the Clerk of the House of Commons Standing Committee on Health in support of the Common Drug Review, a program managed by the Canadian Agency for Drugs and Technologies in Health.*
- *Represented on the Management Committee of the Pharmacy Human Resources Study and on the Task Force on a Blueprint for Pharmacy.*

In ending, I would like to publicly recognize all staff for their invaluable contribution to this past year's accomplishments.

10.6 Incoming President Elect & Internal Liaison – Richard Jones

Richard Jones expressed his sentiment that it is a personal honour to step onto Council at this time. Saskatchewan is the province where he began his career in pharmacy. Since then he has had a diverse career, and in wondering what he can bring to the role of an Executive member he remembered a comment made by Jack Summers, a faculty member of Richard's in Saskatchewan and Past President of CSHP, that "if it wasn't for a patient, none of this is needed". Richard's career has always focused on this mandate and the pharmacist's responsibility to the patient individually and collaboratively with other healthcare providers.

Richard thanked the CSHP membership for the opportunity to serve as a Presidential Officer for the next three years. He looks forward to working with the chairs of the committees and task forces in the Internal Portfolio. Although Emily is petite her vision is large and she has large shoes to be filled as the Internal Liaison.

11.0 Report of the Board Chairs

11.1 Board of Fellows – Chris Judd, Chair

Chris Judd provided an overview of the Fellows program and activity in his report:

What is the CSHP Fellow Program?

- The Fellow Program was initiated by the Society in 1968 to support members who, through their practice activities and contributions to CSHP, are worthy of a recognition that signifies outstanding leadership, dedication and commitment to practice excellence, and professional growth.
- The Fellow Program rewards the long term, sustained efforts of candidates in the areas of service to the Society, to patient care, to education or research, and to the profession. (*Short term or episodic contributions to the field are insufficient evidence for recognition, nor is simply longevity of membership in the Society*).
- The Fellow Program uses a rigorous, yet reasonable and achievable set of criteria by which candidates for Fellow status are assessed in a peer review process.
- Permission to use the FCSHP designation is a privilege conferred by CSHP and is linked with continuing membership in CSHP.
- CSHP Fellow status is a peer recognition.
- CSHP Fellows are members who have demonstrated noteworthy, sustained service and excellence in the practice of pharmacy in hospitals and related health care settings.
- To date, 130 members of CSHP have achieved the distinction of being recognized as a “Fellow of the Canadian Society of Hospital Pharmacists” (FCSHP).
- Twelve new members were recognized at PPC 2007.

The Goals of the Fellows Program

1. To challenge CSHP members to achieve peer recognition for excellence in practice.
2. To promote worthwhile contribution to the literature of pharmacy.
3. To promote research in pharmacy.
4. To promote the role of pharmacists as primary health care professionals through active involvement in hospital, professional, educational, and community activities.
5. To recognize members who serve as models for others through exemplary practice

The Purpose of the Board of Fellows

- The Board of Fellows is responsible for the administration of CSHP’s Fellow Program.
- Through the designation Fellow of CSHP (FCSHP), the Fellow Program recognizes the noteworthy and sustained efforts of CSHP active members in the areas of service to the Society, patient care, education and publication, research, and professional practice.

The Objective of the Board of Fellows

- To develop, implement, and evaluate marketing and publicity strategies using CSHP publications and other communication tools, consistent with Council policies, to further the objectives of the Fellow Program and the overall mission of the Society.

Board of Fellows Survey

- Conducted in 2006 and had 369 respondents.
- A majority of respondents felt the program is valuable.
- Results to be issued in near future.

11.2 Canadian Hospital Pharmacy Residency Board (CHPRB) – Zahra Kanji, Chair

Zahra Kanji thanked Bill Wilson for his contribution to the work of CHPRB as he concludes his term on the Board, and welcomed Isabelle Landry, a new member of the Board.

A report on the progress the Board has made in the past year towards achieving its strategic objectives was provided:

1. Develop and implement accreditation standards.

- Work is progressing towards the launch of revised, competency-based CHRPA Accreditation Standards by June 2010.
- A facilitated stakeholder consultation was held in conjunction with PPC 2007 and feedback received was incorporated into draft 2 of the standards. A second facilitated stakeholder consultation was held at this AGM.
- Development of accreditation standards for pharmacy specialty programs is at the very early planning stages.

2. Facilitate the development and sharing of knowledge, skill, and tools that foster excellence in residency training

- A mentorship program was held once again in conjunction with this AGM.
- The Residency Matching Service (RMS) is ongoing, using new software developed following the unexpected discontinuation of the original service. The CSHP Office was thanked for its assistance through the development process for the new RMS software.
- A letter to the Editor was written for CJHP describing 5 years of experience with the RMS.

3. Conduct the operations of the Board effectively, and efficiently, in a fiscally responsible manner.

- Two new Board members have been trained to conduct accreditation surveys.
- In the past year the Board has conducted surveys and granted accreditation to 8 programs and received status reports from 7 programs.
- Two new programs will be surveyed in the Fall of 2007.
- The updated accreditation policies include a revised survey schedule and required documents for the university-based programs in Québec.
- The Board has agreed to pilot a revised and simplified Request for Accreditation Survey document which will allow programs to use information collected for the Lilly Hospital Pharmacy Survey.
- A new continuous quality improvement initiative for Board operations has been implemented. Internal and external CQI surveys will be conducted on a two-year cycle.
- A survey process for large regional residency programs has been confirmed.
- The RB News was published in the Fall of 2006 and Spring of 2007.
- Representatives of the Board attended PDW in Winnipeg, and met with CSHP Executive members at PPC.

11.3 Canadian Journal of Hospital Pharmacy (CJHP) – Mary Ensom, Editor

- The CJHP Editorial Board has grown to 8 Associate Editors. CJHP is a strong publication and an important member benefit of CSHP. The number of major articles published in 2007 rose to 17, up from 13 in 2006; and the total page count rose to 360, up from 319 in 2006.
- CSHP Council adopted the CJHP Strategic Business Plan at the 2007 Mid-term Council Meeting. Mary provided the following highlights and progress on the Plan.

a) Journal Content, Strategy 1: Broaden the scope of the content

- 2 new sections: Practice Spotlight (inaugural issue: November 2006) and Point Counterpoint (inaugural issue: April 2007).

b) Journal Content, Strategy 2: Increase the number of contributors

- 2 workshops on “Silk Purses Out of Sows’ Ears: Turning your Leftover Projects and Posters into Real Publications” (AGM 2006).
- Other initiatives.

- c) **Journal Content, Strategy 3: Increase the number of reviewers**
 - Workshop on “The Art and Science of Peerless Peer Review” (PPC 2007).
 - Other initiatives.
- d) **Journal Content, Strategy 4: Increase the number of Journal issues to 10 per year (by 2011-12)**
 - At the 2008 Mid-term Council Meeting Council will be asked to approve the required funding to increase the number of Journal issues to 6 per year, beginning with the September 2008 issue.
- e) **Journal Accessibility, Strategy 1: Allow free on-line access to CSHP non-members**
 - Free on-line access to CSHP non-member hospital pharmacists would be provided for a 12-18 month trial period.
 - Funds have been allocated for web hosting and the Journal Committee looks forward to its implementation.
- f) **Journal Accessibility, Strategy 3, Provide comprehensive online access**
 - The archiving of back issues will be deferred until 2008-2009.
- g) **Journal Accessibility, Strategy 5: Deliver Journal issues on time to readers**
 - Received by subscribers in the month of issue.
- h) **Journal Accessibility, Strategy 6: Expand Journal indexing**
 - See “e” above.
- i) **Journal Accessibility, Strategy 8: Increase number of Journal subscribers**
 - See “e” above.
- j) **Operational Needs, Strategy 1: Provide enhanced support to authors, reviewers and researchers**
 - Launch of **eJournalPress**, (eJPress®), a Web-based system for the submission and peer review of manuscripts (April 2007).
 - All authors are required to use this system to submit and track their new manuscripts.
 - All reviewers of new manuscripts are required to submit their reviews via eJournalPress.

In closing, Mary thanked the CJHP Associate Editors; the CSHP staff, particularly Nada Hassan, the former Publications Administrator; Nada’s replacement, Sonya Heggart; and Laurie Frid, the Operations Manager. Mary also thanked the authors and encouraged them to submit their best work to the Journal. And last by not least, she thanked the peer reviewers.

12.0 Research and Education Foundation – Linda Poloway, Chair

The following is a summary of Linda’s report to the membership.

Purpose of the Research and Education Foundation

- The foundation was established in 1988 and operates at arms-length from CSHP to:
 - Promote hospital pharmacy research – not just bench research but also practice-based research that can improve services to patients and enhance the profession. Much work that is referred to as “projects” is actually research.
 - Support the advancement of education programs.

Activities since AGM 2006

In January 2007 the Foundation developed a Strategic Plan, which includes the following goals:

1. Promote work and service offerings of the R&E Foundation
 - a. Promote the work of previous grant recipients, showcasing their work at PPC and AGM and in the CJHP.

- b. Promote the work of the R&E Foundation to industry, our major financial supporters.

The Rx&D code of conduct introduced in 2006 has had a major impact on fundraising and has forced changes within the Foundation. Work is underway to achieve a better balance. Recently Myrella Roy met with the Vice-President, Stakeholders and Partnership, of the Rx&D association. It was realized industry stakeholders have little knowledge of CSHP and the R&E Foundation. It is hoped that this meeting will lead to an opportunity to meet with the President and the Board Chair of the Rx&D association.

It has been recognized there is a need to target the brand name companies. The generic companies have been the strong-hold of the Foundations support.

2. Attain financial stability and sustainability.

- a. Developed a stretch target of \$1 million in reserve by 2014.
- b. Fundraising to this extent requires talent, so the Foundation plans to hire professional fundraisers to help it achieve this target. Members, who historically have not been strong financial supporters, will also be targeted.
 - i. The AGM golf tournaments will continue to be a source of revenue. At the 2007 AGM, it is expected the golf tournament will generate revenue of approximately \$17,000. The Foundation will be taking a more active role in organizing the golf tournaments, working in partnership with the host committees.
 - ii. Including a motivational speaker at the Foundation's fundraising dinner held at PPC will become a tradition. The speaker at the 2007 dinner received great reviews. This dinner offers members a great networking opportunity as well as the fun of a silent auction.

Membership

- The Foundation is working to fill two vacancies on the board:
 - Public member: This person should have skills in investment and finances and board experience.
 - Pharmacist: This is an opportunity for a CSHP member to become involved.

12.1 Report of the Bylaws Committee – Sharon Clark, Chair

- As noted in CSHP's 2006 Strategic Plan, our Bylaws are out of date. The Bylaws Committee plans to review all of the bylaws and submit the reworked package to the membership for approval. In the meantime, some revisions must be dealt with to enable the office to deal with issues that are arising. Examples of this are the proposed changes to Article 3, Membership that have been advertised for member approval at this meeting.
 - Article 3.3.3 a), Active Members: Council approved a change to this Bylaw with the intention of fixing a problem, but upon circulation of the proposed change to the members, Council realized that the change created another, larger problem. At the August 10, 2007, meeting Council voted to rescind the proposed change to this article.
 - Article 3.1.1 a) i), Active-in-Training Member: This membership category has existed for a number of years but has never officially been included in the Bylaws. With membership approval today this omission can be corrected and the availability of this category for pharmacy residents will continue.

Motion: Moved by Sharon Clark, seconded by Don Kuntz that Article 3.1.1 a) i):

“Active-in-Training members are persons who are enrolled in full-time or part-time postgraduate programs, including residents, interns, persons doing fellowships, and PharmD students.”

be added as a sub-category of Article 3.1.1 a).

Motion Carried

13.0 Resolutions

13.1 2007 Resolutions

There were no resolutions submitted for membership approval at this meeting.

13.2 Disposition of 2006 Resolutions

The following updates were provided on the resolutions that were approved by the members attending the 2006 Annual General Meeting:

AGM 2006 Resolution 1

That CSHP adopt a formal and transparent process for the development of official position statements that encourages where possible broad stakeholder feedback prior to approval and adoption.

AGM 2007 Update:

CSHP did not issue any new position statements over the last year. A statement on medication reconciliation has been drafted recently. Once copy-edited and then reviewed by CSHP's Medication Reconciliation Task Force and Practice Standards Steering Committee, the plan is to conduct a general consultation with the CSHP membership.

AGM 2006 Resolution 2

That CSHP endorse the role of pharmacists as primary health care providers.

AGM 2007 Update:

In January 2007 CSHP launched a Pharmacy Specialty Network (PSN) for Primary Care Pharmacists, jointly hosted with the Canadian Pharmacists Association. CSHP supported the Primary Care PSN in holding its first, very well-attended business meeting at the 2007 Professional Practice Conference. CSHP's Educational Services Committee included several educational sessions related to primary care in the program of the 2007 PPC.

14.0 New Business

No new items were introduced for discussion.

15.0 Date of Next Annual General Meeting

August 10, 2008, Saint John, New Brunswick

16.0 Adjournment

Motion: Moved by Adrienne Lindblad seconded by Don Kuntz to adjourn the meeting at 16:58 CST.

17.0 Wine and Chat – Verdi Room

Organizational Effectiveness

Strategic Goals	Progress To Date			
1. Establish a three-year business plan.				
2. Complete a review of CSHP governance and implement approved recommended changes.				
3. Maintain an annual budget surplus until a reserve fund target of \$350,000 is met.				
4. Optimize cost effectiveness of office operations.				
5. Incorporate a contingency fund into the annual budget.				



Canadian Society of Hospital Pharmacists
Société canadienne des pharmaciens d'hôpitaux

Advocacy & External Linkages

Strategic Goals	Progress To Date			
1. Raise CSHP's advocacy profile, focusing on health care reform and patient safety.				
2. Promote hospital pharmacy as a career.				
3. Build capacity to respond to advocacy issues.				
4. Increase awareness of CSHP publications and initiatives.				
5. Develop a corporate communication strategy.				



Canadian Society of Hospital Pharmacists
Société canadienne des pharmaciens d'hôpitaux

Membership & Member Services

Strategic Goals	Progress To Date			
1. Increase the number of members volunteering for Society activities.				
2. Develop an enhanced website, based on member needs.				
3. Complete the guidelines associated with the new standards.				
4. Review member recognition programs.				
5. Ensure the success of the CJHP.				
6. Increase the membership by 5%, focusing on active members.				



Canadian Society of Hospital Pharmacists
Soci t  canadienne des pharmaciens d'hopitaux

CSHP will advocate on behalf of hospital pharmacists in a timely manner.

Strategies	Progress To Date			
1. Shape changes that impact hospital pharmacists.				
2. Raise CSHP's profile as the influential voice for hospital pharmacy at the national and provincial (branch) levels.				
3. Be the voice for scope of hospital pharmacy practice and the role of the hospital pharmacist in medication safety.				
4. Collaborate with other pharmacy organizations on the Blueprint for Pharmacy.				



CSHP will ensure organizational sustainability and effectiveness.

Strategies	Progress To Date			
1. Enhance communications.				
2. Ensure a sound financial base at the National and Branch levels.				
3. Grow membership based on a value proposition for individual and corporate members.				
4. Establish CSHP leadership succession plans.				
5. Strengthen the relations between CSHP National and its branches.				
6. Develop a risk management strategy to protect the organization.				



CSHP will serve its members through improved membership services.

Strategies	Progress To Date			
1. Enhance ease of access to resources.				
2. Develop and disseminate information.				
3. Foster and support the growth and evolution of the CJHP into a respected international publication.				
4. Enhance networking opportunities.				
5. Provide tangible benefits.				



CSHP will improve patient medication outcomes and safety by advancing practice excellence through CSHP 2015.

Strategies	Progress To Date			
1. Achieve membership support by promoting the inherent benefits of participation.				
2. Measure and evaluate progress toward evidence-based practice excellence.				
3. Share learning.				
4. Drive changes in standards of practice.				



Appendix III -- Finance

CSHP Income Statement - April 30, 2007			
	ACTUAL	BUDGET	ACTUAL
	2005-2006	2006-2007	2006-2007
REVENUES			
CSHP	1,424,558	1,340,700	1,431,348
CJHP	203,565	177,000	189,251
CHPRB	70,900	71,750	75,750
Special Projects	38,929	57,580	55,384
TOTAL REVENUES	1,737,952	1,647,030	1,751,733
EXPENDITURES			
CSHP	1,296,103	1,321,250	1,319,287
CJHP	195,224	209,500	211,369
CHPRB	58,572	79,500	66,965
Special Projects	59,124	78,500	73,954
TOTAL EXPENDITURES	1,609,023	1,688,750	1,671,575
Excess of Revenue over Expenditures	128,929	-41,720	80,158

BALANCE SHEET			
AS AT APRIL 30, 2007			
ASSETS		LIABILITIES AND EQUITY	
CURRENT ASSETS		CURRENT LIABILITIES	
Cash	140,145	Accounts Payable	75,675
Investments	613,400	Due to CSHP Research&Education	6,818
Accounts Receivable	91,557	Deferred Revenue/Accrued Liabilities	355,463
Inventory	2,537		
Prepaid Expenses	70,058	TOTAL LIABILITIES	437,956
TOTAL CURRENT ASSETS	917,697	NET ASSETS	
Capital Assets	55,071	Unrestricted	399,584
Condominium	462,624	Invested in capital assets	517,694
TOTAL ASSETS	1,435,392	Beginning May 1, 2006	917,279
		Current Earnings April 30, 2007	80,158
		Total Earnings YTD	997,436
		TOTAL LIABILITIES & NET ASSETS	1,435,392