



# College of Pharmacists of Manitoba

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## SPECIAL COUNCIL MEETING MINUTES TUESDAY, MARCH 26, 2018 PHARMACY HOUSE, 200 TACHÉ AVE, WINNIPEG, MANITOBA (Via Conference Call and In Person)

### Attendees:

Jennifer Ludwig, President  
Kevin Hamilton, Vice President  
Petr Prochazka, Executive Treasurer  
Glenda Marsh, Past President  
Donna Forbes, Public Representative  
Travis Giavedoni, Public Representative  
Rik Panciera, Public Representative  
Cheryl Zelenitsky, Public Representative

### Staff Attendees:

Susan Lessard-Friesen, Registrar  
Jill Hardy, Deputy Registrar  
Kathy Hunter, Assistant Registrar  
Kim McIntosh, Assistant Registrar  
Rani Chatterjee-Mehta, Assistant Registrar  
Kathy Klimasara, Executive Assistant to the Registrar

### Guests:

Colin McLean, Grant Thornton LLP  
Jaclyn Sault, Grant Thornton LLP

### Regrets:

Lalitha Raman-Wilms  
Sonal Purohit  
Dinah Santos  
Wendy Clark  
Geoff Namaka  
Derrick Sanderson  
Audra Taylor

1. Convene and Declaration of Conflict  
President Ludwig convened the meeting at 9:00 a.m., acknowledged that the meeting was occurring by means of a conference call, and declared quorum. President Ludwig

welcomed guests Colin McLean and Jaclyn Sault from Grant Thornton LLP, the College's auditor. No Council members indicated a conflict of interest at the time of convening the meeting.

2. Consideration of and additions to agenda  
The draft agenda was circulated in advance of the meeting.
3. Approval of Agenda

**MOTION #1: MOVED BY KEVIN HAMILTON, SECONDED BY TRAVIS GIAVEDONI** that the agenda be approved.

**CARRIED**

4. Council Minutes  
No report
5. Business arising from minutes  
No report
6. Correspondence
  - a) On Board  
No report
  - b) Listed  
No report
7. Operations Report  
No report
8. Liaison Reports  
No reports
9. Unfinished Business
  - a) 2017 College of Pharmacists of Manitoba Financial Statements  
The draft non-consolidated financial statements for the College of Pharmacists of Manitoba were circulated in advance of the meeting.
  - b) 2017 Summarized Financial Statements for the College of Pharmacists of Manitoba  
The draft summarized financial statements for the College of Pharmacists of Manitoba were circulated in advance of the meeting.
  - c) 2017 DIA Management Ltd. Financial Statements  
The draft financial statements for DIA Management were circulated in advance of the meeting.

- d) March 26, 2018 Draft Management Representation Letter to Grant Thornton LLP

The draft management representation letter from the College of Pharmacists of Manitoba to Grant Thornton LLP was circulated in advance of the meeting.

**MOTION #2: MOVED BY TRAVIS GIAVEDONI, SECONDED BY PETR PROCHAZKA THAT** the 2017 non-consolidated financial statements for the College of Pharmacists of Manitoba and the summarized financial statements for the College of Pharmacists of Manitoba be approved by Council and accepted for presentation to the members, and the management representation letter from the College of Pharmacists of Manitoba to Grant Thornton be approved and the Registrar be authorized to sign on behalf of the College.

**CARRIED**

Colin McLean and Jaelyn Sault from Grant Thornton LLP leave the meeting at 9:27 a.m.

10. New Business  
None.

11. Adjourn

**MOTION #3: MOVED BY PETR PROCHAZKA, SECONDED BY DONNA FORBES THAT** the meeting adjourn.

**CARRIED**

The meeting adjourned at 9:30 a.m.