

**ACER-CART 2018 Annual General Meeting**

**Second Information Notice**

* The 2018 ACER-CART AGM will be held in Ottawa June 1 and June 3, 2018. There will be a pre-AGM orientation (May 31st at 1 pm) for new members. Following that event, there will be a pre-AGM seminar. We will have two guest presenters, Alyson Hillier, Vice-President of RTO-NSTU will talk about Advanced Care Planning. The second presenter is Barb Farrell from the Canadian Deprescribing Network.
* Last month I have sent out forms for your registration. As of yet, few have not registered. Please note that the block of rooms that had been reserved at the Ottawa Marriott Hotel is complete. We have reserved rooms at a nearby hotel. **You must reserve your room through CTF** using the provided form. Availability for Wednesday night is based only on paying the Hotel price off 400.00 $
* A paper copy of all agenda documents will be made available for you at the meeting. All pertinent documents will be posted on the website as they become available after the 30th of April. You will be advised when the website is open.
* Executive members and Directors are requested to submit their reports by **April 30th**. Please address the following issues, and any other relevant information you deem of interest to Members. All reports will be printed in the language they are submitted and will not be translated. You are encouraged to submit your reports in both official languages.
1. Name of the member association
2. Major concerns of your association
	1. Federal level
	2. Provincial level
3. Main activities of your association since last ACER-CART AGM.
4. Motions from your association to the ACER-CART AGM.
* The election call for nominations has been sent out. Nomination forms are on the Website in the section membership/AGM 2018. All completed nomination forms accompanied by their curriculum vitae received by **April 30th** will be included in the prepared documentation for the delegates. Please note that they will be published in the language they have been received.

**Attachments**:

* Directors report AGM 2018