

Wednesday, 20 March, 2019
Berlin, Germany

MINUTES

In attendance:

Name	Attending on behalf of the following:
Regulatory Members	
Wayne Minter	Chiropractic Board of Australia
Lisa Richard	Federation of Canadian Chiropractic
Kristin Grace	New Zealand Chiropractic Board
Glenys Sharman	
Partner Members	
Gemma Beierback	Canadian Chiropractic Examining Board
Brenda Hendrickson	
Jean Moss	Councils on Chiropractic Education International
Michael Shobbrook	
Daniel Côté	International Board of Chiropractic Examiners
Christina Cunliffe	McTimoney College of Chiropractic
Staff	
Donna (Liewer) Cohen ICRS Executive Director	International Chiropractic Regulatory Society
Guests	
Judith Fuhr	Activator Methods International
Elga Drews	African Chiropractic Federation, Namibia Chiropractic Association
Evalie Heath	Allied Health Practitioners Council, Chiropractors Association Zimbabwe
Wong Yi Kai	Association of Chiropractic Malaysia
Bridget Bromfield	Chiropractic Association of South Africa
Nick Jones	General Chiropractic Council (UK)
Shiro Chiro	Kenya
Gerard Clum	Life University
Phil McMaster	New Zealand Chiropractic College
Naomi van Veen	World Congress of Chiropractic Students
Nerina le Roux	

1. **Call to order, roll call, and declaration of quorum**

As ICRS Chair, Dr Lisa Richard called the second Annual General Meeting of the ICRS to order at approximately 1:00 PM. As recording secretary, Donna Cohen called the roll. Dr Richard declared a quorum present.

2. **Approval of agenda**

MOTION To approve the agenda as presented. *Passed, unanimous*

3. **Financial Report**

a. **Draft Outline of Financial Policies**

Members and guests were provided with an initial draft of financial policies for ICRS. It was requested that comments and suggestions be provided to Ms. Cohen as soon as possible after members consult with their organizations.

b. **Review of 2018 Financial Statement and 2019 Financial Projections**

The bank account and PayPal account transactions were provided for 2018:

Opening Bank balance 6 March 2018	\$300.00
Transfer ICRS Funds from FCC	\$4,265.21
Transfer from PayPal Acct	\$7,000.00
Approved reimb to Exec Director	(\$3,998.16)
Bank balance 31 December 2018	\$7,567.05
Pay Pal balance 31 December 2018	\$544.34

TOTAL CASH ASSETS 2018 \$8,111.39

Revenues from 2019 Forum Registrations were \$3,573.86 USD, up from \$1,847.06 the prior year, which included an anonymous \$500.00 grant to support several Forum scholarships. Membership dues were \$4785,40, down from \$5741.10 in 2018.

Opening Bank balance 1 January 2019	\$7,567.05
Payment to WFC – Berlin Forum	(\$1,982.67)
Wire transfer fee	(\$45.00)
Deposit – Anonymous donation	\$500.00
Bank balance 13 March 2019	\$6,039.38
PayPal balance 13 March 2019	7,548.58

TOTAL ASSETS YEAR TO DATE 13,587.96

Approved reimb to Exec Director (\$1,988.38)

Estimated expenses from Berlin Conf (\$2,500.00)

MOTION For ICRS Fiscal Year 2018, because of the limited funds and transactions, the membership agrees to accept the financial data in the reports as presented in lieu of appointing a public accountant. *Passed, unanimous*

4. Presentation of Member Certificates / Discussion: “Founding Member” designation

ICRS newest Partner members McTimoney School of Chiropractic and the International Board of Chiropractic Examiners were recognized.

By consensus, the group agreed that the term “Founding Member” will apply to any organization that joins ICRS through 2020.

5. Future Forums and Annual General Meetings

By consensus, if agreeable to WFC, the group agreed to schedule the 2020 ICRS Forum in San Francisco in conjunction with the WFC/ACC Education Conference in the fall. The 2021 Forum will be held 12 May in Tokyo, Japan, if WFC has available space.

6. Other Business

Ms. Cohen distributed a draft policy on meeting in closed session and observers, Suggestions should be forwarded to Ms. Cohen via email.

7. Adjourn

Hearing no other business, the chair declared the meeting adjourned.

Respectfully submitted,


Donna M. Cohen
ICRS Recording Secretary

Attachment: 2018 Financial Report



2018 Year End ATTACHMENT TO 20 March 2019 ANNUAL GENERAL MEETING MINUTES

Note: ICRS Fiscal Year is Calendar Year

END 2017 31 December 2017

\$4,265.21 Funds held in Trust by Canadian Federation of Chiropractic (FCC)

BEGIN 2018 1 January 2018

Income	Detail
300.00	Loan to open bank account (Cohen)
5,500.00	2018 Dues
1,495.00	2018 Forum registration fees
500.00	2019 Dues
395.00	2019 Forum Registration fees
\$8,190.00	TOTAL

Expenses	Detail
300.00	Repay loan (Cohen)
348.73	Office supplies / software
\$58.16	Website (2 years)
269.16	Postage / Shipping
895.48	Staff transportation
150.00	PR/Communication (brochures)
\$15.33	Government fees
1,961.30	Forum expenses
345.66	PayPal processing fees
-	Office Equipment – Donation
\$4,343.82	TOTAL

\$3,846.18	2018 Revenue over Expenses
\$4,265.21	Starting Balance
\$8,111.39	TOTAL

\$544.34	PayPal Dec 31, 2018 Balance
\$7,567.05	Key Bank Dec 31, 2018 Balance
\$8,111.39	TOTAL CASH

END 2018 31 December 2018

\$8,111.39 2018 EOY ICRS Cash Assets