

ATLANTIC PROVINCES ASSOCIATION FOR BEHAVIOUR ANALYSIS (APABA)  
A CHAPTER OF THE ASSOCIATION FOR BEHAVIOUR ANALYSIS INTERNATIONAL (ABAI)

**Minutes**

Wednesday, November 27, 2019  
5:30 PM Atlantic Time

**Chair:** Monica Peters

**Note Taker:** Amanda Saulnier

**In Attendance:** Monica Peters, Amanda Saulnier, Ariane Choquette, Laura Walsh-Martino

**Regrets:** Melissa MacDonald, Samantha Herberman, Kimberly Maich

**I. Call to Order – 6:15 (AST)**

**II. Review and approval of agenda** (Motion to accept – Laura, Seconded – Ariane; all in favour)

**III. Review and approval of minutes from AGM – October 5, 2019** (Motion to accept – Amanda, Seconded – Ariane, all in favour)

**IV. Highlights**

Monica: APAC was a highlight. The presenters were great. It was nice to learn about a variety of topics.

Ariane: It was great that there was French content.

**V. Reports**

- Officers
  - i. Treasurer's report (Juliana/Ariane)
    - See attached report to summarize end of year- from AGM to yesterday.
    - Funds are still frozen in Paypal account. Due to new legislation, Paypal is requiring that we provide a business ID. This must be obtain through CRA. Other solutions have been investigated. Next step: Monica will communicate with ONTABA and QCABA contacts to see if they have run in to similar issue.

Motion to approve – Amanda, Seconded – Laura  
All in favour

ii. Secretary's report (Melissa)

Nothing presented today

- Committees
  - i. Elections (Monica/Kimberly/Samantha): nothing reported
  - ii. Communications (Monica)
    - There is a plan to do some updating to the website.

- i. Awards (Kimberly)
- ii. Education - (Samantha)
  - Journal club on token economy was scheduled for last week
- iii. Member Recruitment and Engagement (Amanda)
  - Survey to members upcoming
  - There were messages sitting in the inbox. We will disable this feature.

Motion to accept Committee Reports – Motion to accept: Amanda, Seconded by Laura. All in favour

## **VI. Business items**

1. Dr. McGreevy's invoice- We have not yet received an invoice. If we have not heard from him by then, Monica will reach out once our funds have been released from Paypal.
2. APABA position paper (Amanda)
  - This would require a committee and a significant time commitment. We would need to produce well-research, un-biased papers. It could potential be added to the strategic plan as a long-term goal.
3. New BCBA initiative in the education system in N.S (Monica)
  - In NS, seven people in the education system were provided with money to be trained as BCBAs. In response, some members were concerned about the perception of BCBA as an add-on credential. Monica has communicated with a representative from the education system. APABA is supportive of all professionals seeking credential.
4. Member recruitment initiative (Monica)
  - Monica and Samantha met by with Dr. Michael Dorsey from ABAI regarding member retention and recruitment and he provided the following suggestions:
  - Retention is the first priority over recruitment of new members
  - CEUs are the number one benefit of membership. Monthly or bi-monthly webinar on various topics for 1-2 hours. Ask presenter if this can be recorded and available for purchase after the fact through the website.
  - Many presenters will accept a care package or honorarium in compensation.
  - He can consult on potential presenters.
  - Monica will send out a preference assessment and synthesize the results along with feedback that was received following Dr. McGreevy's webinar.
5. Strategic plan update
  - This item is tabled until the next meeting
6. Public awareness grant (SABA)
  - i. Projects designed to deliver messaging focussed on behaviour science
    - This is something that we will consider in the future, but not at present.
7. Executive member procedures
  - There is no document detailing roles and responsibilities of each executive

position. Monica will send out a template and each member will fill in their section to be reviewed in a future meeting.

- Clarification of committee roles. We will do similar. Committee chair will be responsible to fill in details for review by executive.

8. Master list of committee members

9. OBM network

- i. Consultation to chapters around business practices, membership recruitment, board structure, writing/amendment of bi-laws, budgeting etc...

10. Next Meeting

- Mid-January

VII. **Adjournment – 7:15**