

Agenda: AGM - Dental Office Managers Association of Canada

Date: January 15th, 2018

Start time: 8:00 am

**Location:
4-1761 Wellington Avenue**

- I. Call to Order**
- II. Role Call**
- III. Approval of previous Agenda**

- Follow up on Action Items

- DOMACAN sent a cease and desist letter to stop the creation of DOMAC as the name was too close.
- Motion (Chieu) I appoint Alexander Zlatin to put forth a legal plan of action to resolve said altercation.
- All in favor, no objections
- Resolved

IV. New Business

a. Appoint a Temporary Chair and Secretary

Motion (Chieu): I move that Alexander Zlatin be appointed as temporary chair for this meeting.

- All in favor, no objections

b. Added Craig as Dental Office Manager Association of Canada Consultant

c. Continue to obtain new members

- New logo and branding will be created by the Association's Graphic Designer, Arianne Yuson.
- All in favor, no objections

d. Continue to create webinars

Motion (Chieu): I make a motion to appoint the creation of this website to the Executive Director, Alex Zlatin, Graphic Designer, Arianne Yuson, and Administration Officer and Copywriter, Laura Veroba

- All in favor, no objections

e. Received a request for more info about trademark

- Obtain new members through the development of webinars, creation of the website, and advertising alongside Maxim Software Systems.

- Motion (Chieu) I make a motion to direct the graphic designer, the copywriter and the executive director to this task.

V. Set Meeting Dates

Motion (Alexander): I move that the next meeting will be set for February 14, 2019. If the need arises we will be scheduling an ad-hoc meeting of the board.

- All in favor, no objections

VI. Member Comments/Announcements

None

VII. Adjournment

Adjourning at 10:34 am