



## **IPAC AMG Registration & Board Nomination Information Package 2025**

### **How to Participate in the Hybrid Annual General Meeting (AGM)**

**Date:** Friday, June 6, 2025

**Time:** 1:15 – 2:45 PM CST

#### **In-Person Location:**

University of Saskatchewan – Health Sciences Wing  
Room HLTH 1150  
107 Wiggins Rd., Misâskwatômina (Saskatoon), SK

#### **Virtual Attendance:**

We know not everyone will be able to join us in person, so we're offering a **virtual option** to ensure all members have a place in this gathering.

#### **Please register here to attend virtually:**

[https://us02web.zoom.us/meeting/register/zUtNQCJDQK6Ph\\_I990rhLg](https://us02web.zoom.us/meeting/register/zUtNQCJDQK6Ph_I990rhLg)

#### **Deadline to register: May 26, 2025, at 12:00 PM ET**

Once registered, you'll receive a confirmation email with the Zoom link. To keep this a safe and welcoming space, we kindly ask that you do not share the Zoom details.

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### **Join the IPAC Board of Directors**

The Indigenous Physicians Association of Canada (IPAC) invites passionate and committed individuals to join our Board of Directors. This is an opportunity to provide leadership and actively shape Indigenous health, medical education, and positively influence social determinants of Indigenous health.

#### **Board Positions Open for Election**

- Two Physician Directors (2)
- Resident Member (1)
- Student Member (1)



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### **Responsibilities of All Board Members**

#### **Monthly Board Meetings:**

- Held virtually on the last Wednesday of each month, from 7:00–8:30 PM ET.
- No meetings in December or August.

#### **Onboarding:**

- Attend onboarding with the Executive Director (1-2 hours)

#### **Annual Events:**

- Attend and volunteer at the Annual IPAC Mentorship Gathering and AGM (June 4-7, 2025 in Thunder Bay, Ontario)
- Attend the Annual Board and Staff Development In-Person (October 18/19, 2025 in Vancouver, B.C.)

#### **External Representation:**

- Represent IPAC on at least one external committee or working group

#### **Ongoing Communications & Tasks:**

- Communicate and attend to action items between board meetings (1-4 hours/month)
  - Engage with members
  - Fundraise for events, programs and capacity building
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## IPAC AMG Registration & Board Nomination Information Package 2025

### Nomination Process

#### Eligibility Requirements:

- Must be at least 18 years old.
- Must be an individual (not representing a corporation/entity).
- Cannot have bankruptcy status.
- Must not have been declared legally incapable.
- Must have been an IPAC member in good standing for at least one full calendar year preceding the election.
- Indigenous Identity Verification required within 28 days post-election.

#### Class-Specific Membership Requirements:

- **Student Director:** Must be a current Student Class member.
- **Resident Director:** Must be a current Resident Class member.
- **Physician Director:** Must be current Physician Class members.

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### Submitting Nominations

- Advance nominations open on April 7, 2025, at 12:00 PM ET and close on May 22, 2025, at 11:59 PM ET.
  - Submit nominations via the IPAC Board of Directors Elections Google Form.
  - Both self-nominations and nominations of others are accepted.
  - Nominees must accept their nomination to proceed.
  - Nominees confirm understanding of **Responsibilities of All Board Members** by accepting nomination.
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### Hybrid Nomination & Election Process

#### Nominee Introductions:

- Advanced nominees can introduce themselves with a written bio submitted via the [IPAC Board of Directors Elections Google Form](#). These bios will be shared with IPAC members prior to the AGM, enabling members to learn more about nominees before voting.
- At the AGM, nominees will have up to five minutes to introduce themselves:
  - In-person nominees speak at the podium.
  - Virtual nominees speak via Zoom or submit a short written statement.

#### Nominations at AGM:

- Nominations may be made at the AGM (in-person or virtually via Zoom), but advance nominations are strongly encouraged to ensure equity.

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### Election Process

- Voting will be securely facilitated through ElectionBuddy software for both in-person and virtual attendees. There will be no paper ballots unless specifically requested in advance by May 26, 2025, at 12 PM ET, to support equity and accessibility considerations.
- Proxy voting must be requested in advance by May 26, 2025, at 12:00 PM ET. Proxy votes will be facilitated by an IPAC staff member. Proxy votes cannot be transferred to another member. To vote by proxy, please email [info@ipacamic.ca](mailto:info@ipacamic.ca).
- In-person attendees will vote by scanning a QR code with their smartphone or using a staff-provided computer.
- Virtual attendees logged into Zoom will receive an email on June 6 to access the voting platform.
- The Elections Officer will verify and count votes, ensuring transparency and security in the process.
- The 2025–26 IPAC Board will meet during the Annual Mentorship Gathering to discuss and define executive roles.