



# Caribbean Association of Pharmacists

c/o The Pharmacy Council of Jamaica,  
91 Dumbarton Avenue, Kingston 10, Jamaica  
[ww2.cap-pharmacists.com](http://ww2.cap-pharmacists.com)

April 21, 2020

## EXECUTIVE COUNCIL 2018 - 2020

### **PRESIDENT**

Dr. Marvin Smith  
Bahamas

### **1<sup>st</sup> VICE PRESIDENT**

Dr. Norman Dunn  
Jamaica

### **2<sup>nd</sup> VICE PRESIDENT**

Samantha Conolly  
Cayman Islands

### **3<sup>rd</sup> VICE PRESIDENT**

Kalawattie Datt- Singh  
Guyana

### **SECRETARY**

Delton Bain  
Bahamas

### **TREASURER**

Dorraine Williams  
Jamaica

### **COUNCIL MEMBERS**

Chargrega McPhee  
Bahamas

Megan Baker  
Guyana

Dr. Rian Marie Extavour  
Trinidad & Tobago

Sherray Banks- Bailey  
Cayman Islands

### **PAST PRESIDENT**

Yvonne Reid  
Jamaica

### **EXECUTIVE DIRECTOR**

Pamela Townsend  
Trinidad & Tobago

## **To All Members of the Caribbean Association of Pharmacists:**

Notice is hereby given that the Annual General Meeting (AGM) of the Caribbean Association of Pharmacists will be held at the **Convention Centre, Atlantis Resort, Paradise Island, Bahamas on Thursday, August 13th, 2020, 8:00 a.m.-11:00 a.m. and Friday, August 17th, 2020, 10:00 a.m.- 1:00 p.m.**

At this AGM, the Agenda will include the following items:

*17. Report of the Nominations & Election Committee*

*18. Election of Executive Committee 2020-2022*

To this end the President has appointed the following persons to serve as members of the **2020 Nominations & Elections Committee:**

**David Pellow (Chair)**

**Pamela Townsend (Executive Director)**

**Peter Fontilus (Legislative Chair)**

**Cheryl-Ann Yearwood (CAP Office/Secretariat)**

**Yvonne Reid (Immediate Past President)**

The Chair of this committee shall also serve as the Presiding Officer for the Election of Executive Officers at the AGM.

Voting will be conducted in respect of any business which can be transacted at the Annual General Meeting. If you are unable to attend, a form of Proxy may be accessed from the Secretary, Executive Director or CAP Office ([theCAPoffice@gmail.com](mailto:theCAPoffice@gmail.com)) or from the CAP website at [ww2.cap-pharmacists.com](http://ww2.cap-pharmacists.com) or in person from the Secretariat within the timeline afforded by the Constitution. The form should be deposited with the Secretary not less than 48 hours before the time appointed for the meeting.

# *Caribbean Association of Pharmacists*

Notwithstanding, proxy forms will be circulated to all members in good standing on or before **July 13th, 2020**.

Any CAP Individual Member in good and regular standing can nominate any Individual CAP Member in good and regular standing for any/all offices that said nominee **generally qualifies for**, according to **Bylaw III, Sec.4**, and **specifically qualifies for**, according to **Bylaw III, Sections 18, 19, 20, 21 and 22**.

All nominations must be submitted no later than **Friday 5:00pm EST on the 12<sup>th</sup>, June 2020**. Late nominations will **NOT** be considered. (*Bylaw III, Sec.1*)

Nominees will be assessed and if qualified, will be notified by the Executive Committee of CAP (via the Nominations & Elections Committee). All nominations must be accepted in writing no later than **Friday 5:00pm EST on the 10<sup>th</sup>, July 2020** to be considered official. (*Bylaw III, Sec.2*)

A list of all official nominations shall be published on Monday 13<sup>th</sup> of July 2020. Official nominees are asked to submit biographical information to the CAP Office, so it can be officially distributed via the several social media and email tools of the organization. Private, personal and/or non-official “campaigning materials” is strongly discouraged.

Please forward any/all questions in writing to **thecapoffice@gmail.com** for the official response. All qualified members are encouraged to review the Constitution & Bylaws on the CAP website (**ww2.cap-pharmacists.com**), so that as many members who wish to offer for service can participate in the Election process.



**Pamela Townsend BPharm., RPh., mCAP,  
Executive Director**