



Caribbean Association of Pharmacists

Advancing the development and empowerment of the people of the Caribbean through excellence in the provision of all aspects of pharmacy practice

Dear Members of the Caribbean Association of Pharmacists:

As you are now aware there is a **Special Meeting** for the Association planned for May 26th and 27th. To this end, all members in good and regular standing, are invited to participate either in person, or via the online Zoom platform which will be used for these meetings. To ensure you financial status please contact the Executive Director or make any outstanding payments via the CAP website's payment portal at <https://ww2.cap-pharmacists.com/make-payment/> before Monday 26th of May, 2020.

Here are just a few questions and answers to guide and assist you in being able to participate effectively at these meetings.

1. What is the Special Meeting about?

This Special Meeting is to allow for members to properly and officially vote to postpone the Annual General Meeting of the Association until next year. This is due to the impact of the coronavirus pandemic which has effectively closed our borders and shut down air travel throughout the region. However, the Constitution of the Association is very clear that the Annual General Meeting should occur as stated, unless it is postponed by the members in a vote at a Special Meeting.

2. How can members participate in this meeting?

Members will be able to participate via the Zoom online platform, details of which will be provided in due course via email from the CAP Office. Please note that only members who are in good and regular standing and for whom we have email addresses will receive a link to the meeting. Members will be admitted to the meeting virtual room, and be able to participate, discuss, ask questions and raise points.

3. If members can participate online, why is there a need for proxies?

While members can participate online, the Constitution clearly states that voting can only occur by persons in the room at the time of the meeting, or via a proxy which is held by persons in the room. Therefore members who are unable to attend the meeting in Nassau, Bahamas will have to still submit a proxy form which must be held and executed by a person who is physically present at the meeting.

4. Who can a member proxy to?

A member can proxy to any other member of the Association in good and regular standing or to a National Association representative of his or her country who is also representing an Association in good standing. At this meeting, due to social distancing, we anticipate approximately 10 physical members attending the meeting. Three of those members will be Executive Officers, namely the President (Marvin Smith), Secretary (Delton “Doc” Bain) and Council Member (Chargrega McPhee). While the official position of the Executive Committee is that proxies are best executed when being sent to the Secretary of CAP, members are free to proxy to any of the Executives named above. In addition, other members here in the Bahamas will be present and we hope to have a list of confirmed persons so that members can be free to proxy to whomever may be available.

5. Where can I find the exact resolution that will be discussed and voted upon at the special meeting?

Members are reminded that the announcement for the Special Meeting contains the resolution which will be discussed it is available on your email and on the CAP website. As this is a Special Meeting, the Constitution mandates that only the agenda items sent in the announcement can be discussed and voted at this meeting. This provision ensures that nothing new will be brought to the meeting except the items which you, as members have already been made aware of.

6. Why is this vote so important?

Members are reminded that to host a CAP Conference and AGM, various contracts must be made some of which have already begun to be executed. For CAP and the local Association to be able to properly adjudicate these contracts, and/or retain or be refunded the deposits already made, official documentation will be needed. This meeting and the minutes thereof will satisfy those requirements.

7. If there is no AGM in August, how will members be updated about the business of CAP?

CAP is still planning on holding some online meetings with continuing education in August so that members can still satisfy their continuing education requirements. In addition, we plan to at that time, provide an executive update to the members of the various activities of the CAP Executives, the business affairs of CAP, the CAP Office, and other projects of CAP. Members will also receive the various committee reports as usual.

8. Why can't we just vote on Zoom in August for elections and business?

Elections are the most important activity of the Association. It is important that every person has full opportunity to participate in elections, either as a candidate or as a voter. Important decisions such as who will comprise the leadership of our association are best done when persons can actually sit and engage in a one-to-one environment and in a corporate manner, those who wish to lead the organization. Having elections completely online would in some respects, give incumbents a decided advantage, while leaving newcomers at even more of a disadvantage. As most Executive offices that are up for election must have new people in these posts due to constitutional term limits, this election is critical. We wish to have the best possible conditions for a fair and open election. After much deliberation, the Executive Committee believes that the best option for CAP is to postpone elections until we can have an “in-person session” for that most important activity.

9. Is this postponement indefinite?

No, the postponement is not indefinite. The resolution being put forth clearly states that the postponement cannot exceed a time greater than one year, and that the Executive Committee must announce new dates before May 2021.

10. If I have more questions who should I contact?

Members who have further questions should contact the following persons:

Executive Director Pamela Townsend: ptown39@hotmail.com

The CAP Office: thecapoffice@gmail.com

President Dr Marvin Smith: bahamadrugdoc@gmail.com

Secretary Delton “Doc” Bain: delton_bain@yahoo.com

Additional information is available on the CAP website: <https://ww2.cap-pharmacists.com> or on the CAP Facebook page <https://www.facebook.com/pages/Caribbean-Association-of-Pharmacists>

Marvin R. Smith, PharmD.

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President
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