**National Association of Federal Retirees**

**Fredericton and District Branch (NB62)**

**Minutes of Board of Directors Meeting**

**Via ZOOM – Tuesday, October 12th, 2021 – 7:00 p.m.**

**PRESENT:**

Cyril Theriault, John Richards, Elliott Keizer, Elise Young, Evans Estabrooks, Denise Blanchard, Gary Barfitt, Mike McCormick, Chris Goddard, Norm Sheen, Ian Culligan, Glenn Fraser, Rae Hopper, Mariet van Groenewoud.

**ABSENT:** None

1. **WELCOME FROM THE PRESIDENT**

Cyril welcomed all to the meeting.

1. **AGENDA**

The agenda was approved circulated.

Motion by Cyril that the agenda of October 12th, 2021 be approved as circulated.

**Moved by Rae Hopper Seconded by Gary Barfitt CARRIED**

1. **MINUTES OF BOARD MEETING**

Motion by Cyril that the minutes of September 8th, 2021 be approved as circulated.

**Moved by Mariet van Groenewoud Seconded by Rae Hopper CARRIED**

1. **BUSINESS FROM THE MINUTES**
2. **Board of Directors duties and responsibilities – Cyril Theriault**

Delayed until the November 16, 2021 ZOOM meeting.

1. **Vacant Positions – Cyril**

No vacant positions on the Board except for a Website Director.

1. **Fall Planning Session – Cyril**

Due the COVID situation it is not possible to hold an in-person session. Evans asked about the possibility of a ZOOM session. Discussion followed on how it could be feasible. It was decided that the Executive would discuss it and report to the Board.

1. **REPORTS**
2. **Finance – Elise Young**

Elise presented her report and financial statement who were sent to the board prior to the meeting.

Highlights:

* Total Net Assets of $ 36,914. (Checking account and Investments)
* The Reserve Equity Funds total $ 22,500 (3 Funds of $7,500 each)
* Unreserved Equity has a balance of $ 14,414 with a current year loss of $1,332
* Earnings/Loss 2021: deficit of $1,332.
* Main expenditures since the last report are related to publicity (Radio and Daily Gleaner ads) for the Federal Candidates Q& A session totaling $ 4,301.
* Two major reductions in projected expenditures are under Regional/National Meeting expense: reduction of $4,250 and under Social Gatherings (fall dinner), a reduction of 2,500.
* The revised budget projects a surplus of $ 2,245, assuming a second Newsletter will be published ($3,000). Mike is not confident that we would have enough topics to publish a Newsletter. After further discussion, it was decided to reduce the budget item for the Newsletter.
* Projected surplus would result in an “Unreserved Equity” balance of $17,991, slightly higher than the 3-year average of $ 14,760.

**Motion by Elise to accept the Treasurer’s report with the change proposed in the budget.**

Proposed change: The revised projected surplus is $4,990. This would result in an “Unreserved Equity” balance at the end of the year of $20,736.

**Moved by Rae Hopper Seconded by John Richards CARRIED**

1. **Special Events – Gary Barfitt**

Due to COVID, there will be no in-person events until further notice. Gary cancelled the Fall meeting and will make a booking for the Spring meeting in either November or December. This applies to the Information Sessions.

1. **Membership Growth Report – Evans Estabrooks**

Evans presented the MGC Operational Plan that was previously sent to the board.

**Branch Membership Numbers**

Branch membership numbers as of the end of Sept. Indicate 1798 Active Member, with 10 new members, and 1 deceased since the end of August.

**MGC Activities**

MGC members continue to encourage the Fredericton Branch to communicate with members through newsletter and e-blast messages.

No further contact has been made with CAF Gagetown Base Personnel Selection Officers' office (BPSO) or RCMP Veterans Assoc. since June, 2021.

The National Ad hoc Recruitment Committee held a virtual meeting on August 31/21 in which I participated. The NRC expects to hold another meeting before year end.

The Mega Recruitment Drive is now underway (Sept.1-Dec. 31/21) under Covid restrictions with little chance to meet potential members and members in person. As Branch directors, I encourage you to make contact locally with potential members. Within the Branch we have the one-page leaflet called “Why Should You Join NAFR” and National Office has a recruitment leaflet called “Join Today... Even If You're Not Retired” available on the website portal (not yet available in handout form). Please keep in mind that if you encourage some potential member to apply or even sign them up to receive the FRED newsletter (without any obligation to potential members) you could be eligible for a prize.

National Office with the Assoc. of Professional Executives (APEX) have developed a 'Ten Things Before You Retire' brochure for working federal employees.

**Motion by Cyril to accept the Special Events Report by Gary and MGC reports by Evans both be accepted as presented.**

**Moved by Rae Hopper Seconded by Elise Young CARRIED**

1. **Communication – Mike McCormick**

COVID is impacting the Communication. Utilizing Facebook, Emails and Website to promote the All-Candidates Session and any other local information we can find which is hard to find since National do monthly association reports and emails to members.

Sage is going out between December 1-10. He pointed out that additional training is needed to navigate the program.

What are our priorities in using social media? Information is available on Seniors to assist our members and other Seniors. Where should be our focus? This could be discussed at the next planning session.

**Motion by Mike to accept the Communication report as presented.**

**Moved by Rae Hopper Seconded by Denise Blanchard CARRIED**

1. **Advocacy – John Richards**

* Successfully held the Fredericton Federal Candidates’ Q&A session and all four candidates participated.
* Great discussion and very professional and respectful answers to questions.
* Our initial questions on Senior Strategy, Health care, and pension security started things off well.
* Thanks again to Mike, Cyril and Elliott for their input into the questions.
* Excellent engagement from our Ottawa staff.
* John sent a congratulatory letter to our MP and a summary email to the board and we held a debrief session with the Ottawa staff.
* Future actions will continue to focus on Health Care which was, according to the candidates, the number one issue they were hearing during the election. Concentrate on health issues and long-term care which is a major NAFR priority. Could be discuss at our next planning session.

**Motion by John to accept the Advocacy report as presented.**

**Moved by Rae Hopper Seconded: Evans Estabrooks CARRIED**

1. **NEW BUSINESS**
2. **2022 Board Meetings Dates – Denise**

Denise presented possible dates for the 2022 board meetings. The following changes were made:

* Saturday, April 16th will be Saturday, April 9th at 9:30 a.m.
* Next board meeting previously scheduled for Saturday, November 20th at 9:30 a.m. will be Tuesday, November 16th at 7:00 p.m.

Cyril mentioned that November 16th will be Denise’s last meeting.

1. **Town of Oromocto – Public Health Regulations - Denise**

Denise reminded the board that when it resumes in-person meetings at the Hazen Park boardroom, many regulations will have to be followed. Laurie Muise from the Town of Oromocto sent the following message:

*“Looks like you need to ensure everyone attending your functions is double vaccinated to be allowed in the buildings. Please send me a snap-shot of your double vaccination for your file.*

*Those allowed in the building must wear a mask unless sitting down. Please sign and return the attached COVID waiver form.”*

Denise will send the information to the board. No reservations will be made until we know when we resume in-person meetings.

1. **Preferred Partners in Sage – Denise & Cyril**

Denise and Cyril received an email from a member that was trying to reach Capital Home Watch and he thinks they are out of business. Discussion followed regarding this topic and it was decided that Denise will verify if they are still in business and update the listing and Mike will contact them.

1. **Eblast to members (email from National) – Denise & Cyril**

Denise sent an email from National Office to the board concerning sending out Eblast. Suggestion was made that NO should be more accommodating and let us have access to member’s emails. In an effort to prevent branches from sending mass email messages, NO added security to blocks volunteers from exporting email addresses.

Mike was told that NO use the Anti-Spam legislation.

Denise will send the “welcome to new member letter” to National and ask them to send it and bcc Evans and Cyril.

Norm reminded us that Remembrance Day is coming soon. Norm will bring a wreath to the Fredericton Legion and Gary will bring one to the Oromocto Legion.

Meeting adjourned at 8:25 p.m.

**Next Zoom Meeting: Tuesday, November 16th, 2021 – 7:00 p.m.**

**Recorded by:**

**Denise Blanchard, Admin Director**

**Carried by:**

**Cyril Theriault, President**