

## J NAFR Bluewater Branch Board Meeting, July 17<sup>th</sup>, 2024

### Minutes (draft)

Present: Doug Kerr, Murray Lester, Pat Mason, Bill Mason, Máirín Ring

Location: Paddy Flaherty's, Sarnia.

### Agenda:

1. Monitoring of branch email.
2. Future of branch – filling of volunteer positions, especially President.
3. Schedule for upcoming year
- 4 Four-page Branch Reports
- 5 Treasurer report
- 6 Membership report
- 7 Events report
- 8 IT report
- 9 Other

#### *1. Monitoring of branch email*

Doug indicated that since Lawrie has resigned from the position of branch President, and as the Secretary position is also vacant, he believes that no one is monitoring the branch email. He agreed to request access from national headquarters and to monitor it for now.

#### *2. Future of branch – filling of volunteer positions, especially President.*

Discussion on this issue, particularly regarding the ongoing difficulty of finding volunteers to fill any of the vacant positions. The President and Secretary positions are the most important and it was agreed that the branch cannot continue without a President in place. It was therefore agreed that the board will make efforts to outreach to members to seek interest in the President position – if no interest is forthcoming, the branch will look to options as discussed by Ted Young at AGM (satellite of other branch or dissolve); timeframe for this decision would be end of the year, or next AGM (April 2025) latest.

In the meantime, Máirín agreed to take on the President position on an interim basis until Christmas. Rotation of the position between board members is an option, however no other board members are interested at this time. Máirín will draft an email to send to members to solicit interest in the position – it was agreed that a description of the duties of the President, indicating level of time commitment, needs to be included. In a typical year, there are 4 general member branch meetings, up to 6 board meetings, the national AMM meeting and district (Ontario) meetings or calls. Máirín will check with Ted Young about the number of

district meetings; it was agreed that the number of general branch or board meetings could be reduced. We can also contact the Governance Officer at National office, Lionel Raymond, for suggestions on recruiting volunteers. Doug suggested that the inclusion of an invitation to attend a board meeting in the email could help an interested person to understand what is involved in being on the board. Máirín will circulate the draft email to other board members for review before it's sent out. Máirín noted that she will be out of the country from July 23<sup>rd</sup> to Sept 20<sup>th</sup> but will work on this issue while away.

Doug nominated Máirín for position of interim President, seconded by Murray, carried.

Máirín will ask Ted Young for the process to notify the organisation of this change and Doug will update CRM to suit once notification is complete.

### *3. Schedule for upcoming year*

Board/general meetings:

- September 25<sup>th</sup>, Board meeting, location TBD (Paddy's, Cravins, Antonio's are agreeable to everyone).
- October 9<sup>th</sup>, Branch lunch with speaker, location-TBD, Huron Oaks was suggested as suitable. Suggested topic 'Wills & Estates'. This topic was previously provided but everyone agreed it would be beneficial to provide again.
- November 20<sup>th</sup>, Christmas lunch, location-Legion.
- April 16<sup>th</sup>, AGM, location-Legion.

Pat and Bill agreed to contact the Legion to reserve dates for upcoming planned meetings.

### *4 Four-page Branch Reports*

It was agreed to continue with submitting Sage inserts for now until a decision is made on the future of the branch. Doug noted that our submissions are 'thin'.

### *5 Treasurer report*

Máirín provided the Financial Statement (pages 1 & 2) as well as the Bank Reconciliation Report and the latest bank statement (May 31<sup>st</sup>). Bank balance is \$9,601.24. The reconciliation report shows a balance of \$9,509.41 – the difference is the \$91.83 from the December 2023 cheque for Lambton Burger which has not been cashed -Máirín will discuss how to address the discrepancy with the national Finance office. Options may be either removal of item from old fiscal year (if national office can carry out) or a 'credit' in new year.

### *6 Membership report*

Bill indicated that there have been some additional members as well as a few removals ( 1 person transferred to another branch). Number is healthy at well over 500 which provides more flexibility for expenditures.

### *7 Events report*

Currently no social events are planned – there was a discussion on what events might be popular – lawn bowling was popular, darts are not popular. Bus trips used to be popular – consider ‘piggy backing’ on Strangway bus trips. Pat will contact Gloria to see if she might have suggestions and/or be interested in helping to organize any events.

### *8 IT report*

Doug – insert for Sage insert has been sent in; no other IT updates/changes.

### *9 Other*

*Meeting adjournment.*

*Minutes/M. Ring, July 20, 2024.*