

National Association of Federal Retirees
Saskatoon & Area Branch 25
Annual Meeting of Members
Gordie Howe Event Centre, 1525 Avenue P South, Saskatoon, SK

Minutes of April 10, 2024

1. Welcome and call to order at 6:34pm

Myrene Mollison: The AGM requires 32 members in attendance for a quorum (2% of total membership). The actual attendance was more than double that, being 68 members. Lorraine Guay and Lorne Roslinski attended by Zoom.

2. Acceptance of agenda

Motion: To approve the agenda. An additional item was added to the agenda regarding the amendment of the Bylaws.

Moved by: Myrene Mollison Seconded by Penny Bradwell
No discussion, no changes. Carried

3. Acceptance of Minutes of last AGM

Motion: To approve the Minutes of Annual General Meeting on April 12, 2023. Minutes were distributed by email.

Moved by: Myrene Mollison Seconded by Diana Holaday
No discussion, no changes. Carried.

4. President's Report

Motion: To approve the President's Report. The report was distributed by email. It was noted the new Roberts Rules stipulate the only time a matter needs to be moved is when it relates to financial matters.

Moved by Diana Holaday Seconded by Darlene Kouznitsoff
No discussion, no changes. Carried.

5. Treasurer's Report

The Financial records were sent out electronically and available at the meeting. We were busier than usual in 2023. Our branch received revenue from fees of \$12,391.75 plus interest earned on term deposits of \$603.02. After National Office adjustment of fees, our total revenue is \$12,765.82. Two categories of expenditures are:

Regular operating expenses of	\$ 10,717.80
Reserve spending expenses of	<u>10,090.17</u>
Total spending in 2023	\$ 20,807.97

The deficit of \$8,042.15 is calculated by regular operating and reserve spending and revenue from 2023. It does not take into consideration the funds we set aside to cover our reserve spending over the last number of years.

\$ 520.57	PA system for outdoor events
\$ 2,677.93	Travel costs to send a board member to the Annual Members meeting in Ottawa in June
\$ 7,412.24	60 th Anniversary Celebration in November.

No questions were received in advance of the meeting. As Lorraine Guay had audio difficulties, Myrene Mollison responded to questions. David Harder inquired as to the reserve expenditure of \$7000. The Financial Statement shows the non-operating expenses went from \$10,000 to \$3,000. At the end of last year, the Board reviewed our position of unreserved equity. A surplus amount was building over time and not set aside. Every year we have an option to set aside funds for special projects which is required by NO. As a non-profit corporation, we are limited in the amount we can determine as general fund and not reserved, and from that fund the money is set aside. Special projects, which are out of the normal, are determined at yearend. Last year, we set aside \$10,000. In 2022, we allotted \$5,000 for branch advocacy, IT equipment and recruitment.

The national software used to produce reports recategorizes funds automatically. During the year we spent \$7,000 in 2023. That \$7,000 was the 60th anniversary celebration and recruitment as we reached out to a number of organizations. For 2023, \$10,000 disappears as a one-time event. We are choosing to set money aside from our unused funds for advocacy; estimating expenses for townhall election forums, advocacy activities with MLAs and MPs. For defence of benefits, nothing specific has been identified and nothing has been allocated for IT. We are hoping to expand recruitment for members and training for succession planning, which is included in the Reserves template.

Motion: To approve the Reviewed Financial Statements for the year 2023 showing a deficit of \$8,042.15.

Moved by: Lorraine Guay

Seconded by: David Harder

There was no further discussion, no changes. Carried.

Motion: To approve the 2024 Budget and 2025 Projection

The budget and projection were distributed by email and also provided at the meeting. We anticipate another busy year for regular branch events and an increase in these event costs. We also anticipate an increase in advocacy events and therefore an increase in costs for these expenses. We anticipate the 6.3% increase in fees and additional interest earned on term deposits will bring our earnings to around \$16,000. Our total expenses are anticipated to be approximately \$5,200.

Moved by: Lorraine Guay

Seconded by: Loretta Reiter

There was no discussion, no changes. Carried.

RESERVES

Name of Reserve	Amount	Define (To be used for)	Timeline (To be used)	Justify Amount (Justification = "amount")	Use/Transfer Authority
Branch Advocacy	\$5,000	Townhall in Provincial Election. Townhall in Federal Election. Focus on Senior Issues	2024-2026	Facility rental \$1000 per event x 2 = \$2,000 Refreshments \$1500 per event x 2 = \$3000	Board may use up to limit per item without additional approval.
Information Technology & Equipment	\$5,000	Purchase of PA Equipment which is needed for speakers at outdoor events when no sound system is available. New computers and equipment as required to support Branch's events or effective operation.	2023 2024-2026	PA System was purchased in December 2023 for \$520.57 Computers for Board Member Event and Record Keeping Use – 2 x \$1500 = \$3,000. Other event equipment – Updates to sound system, recording equipment; payment machine purchase/ long term rental - \$2,000	\$520.57 was reallocated from Unreserved Equity. Computer & Equipment Assets increased by \$520.57. Board may use up to limit per item without additional approval.
Recruiting/ Communications	\$10,000	Recruitment & Retention Events; Recruitment Novelties; Public Service Week activities; Rental of facility space, video equipment rental, refreshments for presentation of film on Ageism	2024-2026	Hall rental and refreshments = \$5,000 Give-a-ways = \$1,000 Board will be trying different approaches to recruiting = \$4,000	Board may use up to amounts listed without additional approval. This has been increased by \$5,000 and reallocated from Unreserved Equity.
Special Events	\$0	60 th Anniversary of NAFR Celebration	2023	Hall rental, entertainment, food and door prizes for November 18, 2023 Event held at Gordie Howe Event Centre	Board approved \$10,000 for Special Events - \$7,412.24 was spent – balance of \$2,587.76 to return to Unreserved Equity. No special events planned for 2024 or 2025.

Training/ Succession Planning	\$7,000	Board member attendance at AMM Ottawa in June 2023	2023	Airfare, hotel, meals and incidentals for one Board Member to attend Annual Meetings of Members in Ottawa as observer	Board had approved \$4,000 for travel expenses. \$2,677.93 was spent. \$2,677.93 reallocated from Unreserved Equity.
		Send an additional Board Member to AMM	2025, 2027	1 Board member to attend AMM - onsite hotel, meals and airfare for total of \$4,000. This is a learning event to encourage board availability.	
		Send Additional Board Members to National/ Regional/District Events.	2024-2026	Board members to attend Regional/ District event = \$1000	Board may use up to limits without additional approval.
		It is anticipated there will be 4 new Directors this year. Training and mentoring as available.	2024-2026	Training – online or in class combinations to maximum of \$2,000 for Board Members	

Lorraine noted that Eugene Nicholat has again graciously agreed to perform the financial review.

Motion: To appoint Mr. Eugene Nicholat to be the Financial Reviewer for 2024

Moved by: Lorraine Guay Seconded by: Darlene Scott

There was no discussion. Carried.

Motion: To approve the Treasurer's Report

Moved by: Lorraine Guay Seconded by: Reg Reiter

There was no discussion. Carried.

6. Membership Report – Lorne Roslinski

Lorne presented the membership report and attended by Zoom.

Moved by: Lorne Roslinski Seconded by: Reg Reiter

There was no discussion. Carried.

7. Nominations of new directors – Christine Haynes

Christine presented the nominations committee report. Our Bylaws do not provide for nominations from the floor.

There being fewer candidates than positions available, the following five candidates were acclaimed to the Saskatoon and Area Branch Board:

1. Shirley Bodnar
2. Lorraine Guay
3. Loretta Reiter
4. Reg Reiter
5. Joanne Lalonde Veld

8. New Business

• Amendment of Bylaw 6.5

The amendment of Bylaw 6.5 identifying the maximum terms for board members was approved by the Board at the Branch meeting on January 10, 2024. The Bylaw was changed to allow for a member to serve on the board in any capacity for a maximum of three full consecutive terms and may stand for re-election to the branch board after a break of one year.

The amendment is that the proposed change is to make the maximum 3 terms rather than 2 terms. The rationale is to achieve maximum capacity of board for succession planning. The National Office advises that a number of boards Canada-wide are struggling to retain board members.

Motion: To approve the amendment of Bylaw 6.5 to allow for a member to serve on the Board in any capacity for a maximum of three full consecutive terms, and may stand for re-election to the branch board after a break of one year.

Moved by Christine Haynes.
Carried. Approved.

Seconded by Diana Holaday

The maximum number of terms a director can spend on the branch board consecutively without taking a break is three. So, instead of being on the Board for 6 years a member could be on for 9 years. A National Director is appointed to two 3-year terms unless they move to President or Vice President position. A number of branches are going to this format of extending their maximum terms for directors.

We currently do not have a Vice President and haven't had a Vice-President for at least the past 3 years. After each annual meeting, the incoming board of directors has a post-meeting to vote people into the positions. The National Bylaws stipulate we must have a president, secretary and treasurer.

The Board elects their incoming board to various positions. We have operated with 8 members for the last year and as low as 6 board members.

9. **Next AGM** is tentatively set for April 9, 2025.

10. Motion: To adjourn the meeting

Moved by: Myrene Mollison
Carried.

Seconded by: Shawna Murphy

Closing remarks

The next events are:

June 12, 2024	Barbeque at the Shriner's Club
September 11, 2024	Corn boil at the Shriner's Club
October 23, 2024	Fall supper - Location to be determined.

Poll by show of hands as to preference for Fall supper. Speaker will be the NAFR National President, Roy Goodall, who will speak on National issues and strategic planning.