**DRAFT**

**NAFR York Branch Meeting**

**9:30 AM – 12:30 PM Tuesday, May 6, 2025**

**Videoconference**

**Present:** Fred Conway, President; Tom Nichols, Past President; John MacPhee, Treasurer; Frank Froude, Web Editor; Yasmin Bhatia, Recording Secretary

**Absent:** Vasdev Sawhney, Advocacy; Joe Vettese, Director-at-large; Linda Laffree, Membership

Minutes recorded by Yasmin

**1.** **Review and Approval of Agenda:** Acceptance moved by Tom, seconded by John.

**2. Review and Approval of the Minutes of April 1, 2025**: Acceptance moved by Tom, seconded by Frank.

**3.** **Business Arising from the Minutes**: Nil

**4.** **Reports:**

**(a) President**: Fred discussed NAFR news items from the April Bulletin-to-Branches and Minutes of the National Board (links in B2B).

- Resignation of Keith Chang from the Board of Directors and role of President-elect, due to health issues. Fred’s term ends 31-July. It was decided to deal with the President’s position at the first subsequent Board meeting, in September.

**(b) Treasurer:**

– John reported all payments were current and there was a surplus of $70,960.32.

* Expense claims will be made from January to June.
* Suggestion made that an Expense Report and Balance Sheet be presented at each meeting.

**(c) Membership:**

Linda was not present but had circulated the Membership Report and Fred noted that membership was stable.

**(d) Website Editor:**

- Proposed Videocon with NAFR staffer (Gilet)**: Frank** has been in contact with Gilet and a date for the Videocon is to be set up for either September or soon after.

- Branch currently has three Notebooks with a license from Microsoft.

- Fred discussed the advantage of using SharePoint vs. Dropbox.

- Fred to provide Frank with information required to update the website.

**(e) Advocacy:** Nil

**5. AGM Postmortem**

- There were complaints about audibility - could be due to different hearing ability. Might consider relocating the speaker (i.e. the device) in the room.

- draft minutes of the AGM were approved by consensus, with final approval to be given by the 2026 AGM

- Documents to be sent to Ottawa: AGM minutes (2024 final and 2025 draft); Branch Annual Review Form; Branch Representation letter, audited branch financial statements, bank statements.

**6. Spring District Meeting Report April 29 - 30: Tom** attended the District Meeting on behalf of the Branch.

- A new strategic plan is being developed.

- Federal elections NAFR did not have an impact because ridings are scattered.

- Waiting for report on Branch restructuring.

- Three-fourths of participants from Ottawa.

**7. AMM June 17 - 18:**

**-** Fred will attend instead of Keith due to Keith’s resignation.

8. **FMM** – October 21, 2025

- Tom will be away starting October 15, and his presence is critical for videoconference arrangments. The FMM date will be finalized at the June Board meeting to meet the publication deadline for the Fall SAGE

- June 29 Sage submission. Will be discussed at the next meeting.

**9.** New **Business:**

- Fred’s term as President of NAFR York Branch will end at the end of July and the Branch is looking for someone to take this position.

**10.** Next **BoD Meeting**: Tuesday, June 3rd, 2025, 9:30 - 12:00

**11.** **Adjournment:** Moved by Tom, seconded by John