



have been some challenges and learning opportunities in implementing the initiative this year. Under the new initiative, National Office is responsible for handling all banking and bookkeeping activities on behalf of the Branch. The Branch still confirms invoices, maintains all source documents, prepares annual budgets and reports performance against the budget to the Branch board and members. The Branch is still responsible for ensuring year-end processes are completed annually. Also, the Branch remains responsible for the presentation of financial statements and member approval/receipt of these documents. The fee for this service is 10% of the Branch's annual membership revenue (about \$4000).

Other administrative changes have been made. The Branch's website migrated transparently to the National Association website this year. The Branch also changed its mailing address to PO Box 2332, Sidney, B.C. V8L 3W6.

Various Board members have participated in several Association meetings to keep informed of Association priorities and activities, to share information, and look for opportunities to work collaboratively with other Branches: a B.C. District meeting in Abbotsford in May, the Association's Annual Meeting of Members in Gatineau in June and a Regional meeting in Nanaimo in October.

We were reminded that the Branch has endowed a scholarship for graduate students in the School of Public Administration at the University of Victoria to honour our founder. The Fred Whitehouse National Association of Federal Retirees Scholarship was awarded to two recipients in 2024.

And finally, two town halls were held at the September and October, 2024, General Meetings where we discussed the Branch's priorities, advocacy activities and highlights from the 2023 Membership Engagement Survey. We were looking for your feedback regarding the way forward to better providing branch services and activities of interest. You suggested that we may want to consider different venues/locations for the general meetings, and we are looking into options. You also suggested that we may want to have hybrid meetings, both in-person and with Zoom, or simply occasional Zoom meetings. We are looking into obtaining the appropriate equipment and audio-visual expertise to do just that. The Branch also wants to re-invest in outreach and communication activities to our members and others, which could be in part through community expos and events. To do so, we really need your support as volunteers to help the Board or as Directors on the Board. I really encourage you to put your name forward as a volunteer – even for one event a year will be of great assistance. Thank you.

#### **5. Presentation of Branch Annual Review and December 31, 2024, reviewed Financial Statements**

The reviewed Financial Statements for the year 2024 were presented by Erika Kanczula, Treasurer. These Financial Statements were posted on the Branch website prior to the meeting.

#### **6. Presentation of Branch Reserves**

The Branch Reserves as of December 31, 2024, totalling \$92,819.01 were presented.

## RESERVES for 2024



BRANCH Victoria – Fred Whitehouse BC09

For the year ending December 31, 2024

Name & Amount	Define (To be used for)	Timeline (To be used when)	Justify Amount (actual dollar = amount)	Use/Transfer authority
Reserved Equity –  <b>Advocacy (Branch)</b>  <b>\$18,000.00</b>	Support Advocacy initiatives such as REACH 338.  Federal (3) and Provincial (5) election townhalls.	December 2027	Travel to support Advocacy activities <b>\$1,000</b> per year 2025 & 2026  Townhall X 8 @ <b>\$2,000</b> = <b>\$16,000.00</b>	Board may spend <b>up to \$1,000.00</b> per year on travel.  Board may spend <b>up to \$2,000.00</b> per event.
Reserved Equity -  <b>IT &amp; Equipment</b>  <b>\$24,000 to \$22,319.01</b>	Computers, accessories and audio-visual equipment purchases	AV equip by 2025 Replace Treasurer’s laptop by 2025. Replace President’s and Secretary’s laptop by 2026.  Replace Advocacy laptop by 2028. Replace Webmaster laptop by 2029.	AV equipment estimate is <b>\$17,800.00</b> (sound system, wireless microphone, projection equipment).  Replace 3 Laptops and accessories, estimate future costs at <b>3 x \$1,500 = \$4,500</b>  Purchased 2 laptops for Health Benefits and Membership Role 2024 <b>decreased</b> by <b>\$1,680.99</b>	Board may spend <b>up to \$17,800.00</b> for AV equipment.  Board may spend <b>up to \$1,500.00</b> per laptop.

Reserved Equity -  <b>Recruitment and Communications</b>  <b>\$7,500.00</b>	Branch expenses incurred to support Recruitment initiatives.	Fall 2028	Display backdrop <b>\$2,500</b>  Advertising campaigns <b>\$5,000</b>	Board may spend <b>up to \$2,500</b> per backdrop.  Board may spend <b>up to \$5000</b> for advertising campaigns.
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Reserved Equity -  <b>Special Events</b>  <b>\$20,000.00</b>	Anniversary Activities	By December 2028	Event w meal subsidy <b>\$10,000</b>  Door prizes <b>\$1,000</b>  Tickets & promotion <b>\$1,000</b>  Entertainment & speakers fees <b>\$4,000</b>  Rental <b>\$3,000</b>  65 <sup>th</sup> Anniversary branded specialty items and other misc. <b>\$1,000</b>	Board may spend <b>up to \$20,000</b> for the event.
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A discussion took place regarding future meetings. Given that a federal election must be held before October, it was suggested that we host an all-candidates meeting. For future meetings, it was also suggested that we might be able to coordinate with other like-minded Senior groups. A meeting with more social time where members can get to know each other was proposed. It was suggested that a speaker be engaged to discuss investments given the current climate. The President indicated all these ideas will be explored and thanked everyone again for their participation.

Adjournment

Adjourned at 11:05 am

**M/** Libby MacRae

**S/**Adele McIntosh

**Carried**

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Elizabeth (Libby) MacRae

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Jennifer Furry, Secretary