

**National Association of Federal Retirees
Fredericton and District Branch (NB62)
BOD Meeting – Wednesday, October 17th, 2018 – 5:00 p.m.
Hazen Park Centre, 2nd Floor Boardroom, Oromocto**

PRESENT

Elliot Keizer, Cyril Theriault, Chris Goddard, Evans Estabrooks, Gary Barfitt, Andrew Gunter, Elise Young, John Richards, Norm Sheen and Denise Blanchard

ABSENT

Ian Culligan

1. WELCOME

Elliott Keizer welcomed everyone to the meeting.

2. APPROVAL OF THE AGENDA

The agenda was approved as presented.

Moved by Ray; Seconded by Andrew

CARRIED

3. MINUTES OF BOARD MEETING of September 5th, 2018

Minutes of the last meeting were approved as circulated.

Moved by Cyril; Seconded by Rae

CARRIED

4. BUSINESS FROM THE MINUTES

a) Board of Directors duties and responsibilities – Cyril

Asked Elliott if we could convene a meeting (after November 14th) with those who have to do a job description.

b) Planning Session – Gary

Under 5b).

c) Scam Emails – Elliott

Elliott explained why we were getting emails from him that he did not send. They are scam emails and we should not reply to them.

5. REPORTS

a) Finance – John

No update from his September 5th report. Planning to have a deficit this year. Numbers circulated at the last meeting, include footing the full bill for the All Candidates Meeting which was less than anticipated and then Ottawa offered to pay half (\$800.00).

Any new expenditures or any request for funds has to go to the Treasurer.

Motion to accept the report by John; Seconded by Rae

CARRIED

b) Special Events – Gary

Planning Session:

The session was facilitated by Dorma Grant. There were 10 participants in attendance, 9 board members and Mariet van Groenewoud, who was invited to participate. Leonard Leblanc was unable to attend. His input concerning national priorities was delivered by Elliott. Leonard's notes are attached to this report. Planning Session report attached to the minutes.

The last planning session was in 2016.

Board members noted that there should be dates associated with some of the action items. Gary agreed and will update the report with the dates.

Three information sessions on Survivor were delivered for a total of 103 participants.

Gary is prepared to do another if there is a demand for it.

This past Monday, Gary distributed some documents to the participants of the September 25th and October 2nd; You and your Survivor Workbook, two annexes from the workbook updated by Denise and the Vehicle Emergency Card.

We should have another information session in the Spring such as “people getting overprescribed medication” which might be worth pursuing. Cyril suggested that we contact Tammy Gallant from Health Partners; Gary will contact her.

Two issues regarding the Dinner Meeting that do not required a decision right now:

(1) Cost is \$22/plate but when we charge the third guest \$20.00 we are still subsidizing it.

(2) Cut-off date for registering for the Dinner; initially, there were no cut-off date; however, when we sent the email blast we had a cut-off date for October 18. If we want a cut-off date, then the date should be consistent with both initial advertising and email blast.

Suggestion was made to write “there will be no refunds after (insert date)”. We can consider this and put it on the next agenda.

Discussion followed on who will take care of the registration; Elise and Denise offered, and Leona will help if needed.

New guest speaker: Constable Jason Robichaud will be giving the presentation.

Léonard LeBlanc might come. Board picture will take place; members are asked to be at the meeting before 4:45 p.m.

Gary suggested that we do not have a guest speaker at the Spring Dinner/Meeting because it is an AGM. If we have one put a limit on the time allowed by the speaker.

Evans asked if we can have a quick poll on computer training; agreed by the BOD.

**Motion by Gary to approve the Special Reports be accepted as presented;
Seconded by Cyril CARRIED**

c) Membership Growth Report – Evans

Evans read his report to the Board.

Membership Growth Committee (MGC) has been busy with two main projects to conclusion: The Surviving Spouse letter and the development of a Branch Banner.

Surviving Spouse

At the September 6 Board meeting, the Board supported the committee recommendations to have National Office send out a form letter to surviving spouses to offer support. The committee was asked to prepare an example of a suitable letter for discussion with National

Office. That letter is now finished, and a copy has been provided to the Board members.

Branch Banner

The MGC with the help of a banner producer in Nova Scotia, has developed a draft Branch banner. The English banner has now been produced and received by the Branch. We hope to have the new banner at an information table at our Fall Dinner on October 23rd. The French banner will be similar too the English banner and will be ordered soon.

During the next six months the MGC is planning to visit several Federal Departments in the Fredericton area to provide benefit of membership information about the Association to potential members. During the next 5 months, the MGC plans to develop membership growth and retention goals for Board consideration.

Denise asked if we should continue sending emails or letters to new members like it was done in the past to welcome them. The Board agreed, and Denise will send the template to Evans for him to review.

Moved by Cyril that the Membership report be accepted as presented

Seconded by Rae

CARRIED

6. NEW BUSINESS

a) Fall Dinner Agenda - Denise

See Gary's report (5b)

b) Board Meetings 2019 – Denise

Denise contacted Laurie Muise and got the contract signed with the meeting's date for 2019. The list was distributed to the BOD members and was approved.

Meeting adjourned at 8:20 pm

**Next Meeting: Wednesday, November 21st, 2018 – 5:00 PM
2nd Floor Boardroom, Hazen Park Centre, Oromocto**

Recorded by: _____
Denise Blanchard, Admin Director

Approved by: _____
Elliott Keizer, President