

**National Association of Federal Retirees
Fredericton and District Branch (NB62)
BOD Meeting – Wednesday, April 10, 2019 – 5:00 p.m.
Hazen Park Centre, 2nd Floor Boardroom, Oromocto**

PRESENT

Elliot Keizer, Cyril Theriault, Denise Blanchard, Andrew Gunter, Mike McCormick, Norm Sheen, Rae Hopper, Ian Culligan, Evans Estabrooks, John Richards, Chris Goddard

ABSENT

Elise Young, Gary Barfitt

1. WELCOME

Elliott Keizer welcomed everyone to the meeting.

2. APPROVAL OF THE AGENDA

The agenda was approved with the following addition:

6f) Website update – Chris and no. 2) should be 5)

CARRIED

3. MINUTES OF BOARD MEETING OF FEBRUARY 20th, 2019

Minutes of the last meeting were approved with the following changes:

5a) Finance – Use of the Reserve should read as follow:

Pay for the 2018 All-Candidates meeting (\$1,650) via a Special Reserve

Moved by Denise Seconded by Andrew

CARRIED

4. BUSINESS FROM THE MINUTES

a) Board of Directors duties and responsibilities – Cyril

Carried over to the next meeting (June 5th).

b) Communications Committee Terms of Reference – Chris and Mike

Chris and Mike presented a Draft Terms of Reference. (see attachment).

Covers lots of the points from the last meeting. The Communication plan will specify how to deal with those points. Yearly events have to be part of the plan, i.e. growth committee and planning committee.

Cyril mentioned that if we have a Communication Committee, the committee should have a direct input into branch announcements.

Elliott will send an email to the members asking them to engage.

Board agree that we will be seeking out volunteers for the Communication Committee.

Motion by Chris to accept the draft Terms of Reference subject to modifications.

Seconded by Rae

CARRIED

c) 2019 Volunteer Recognition Awards: Proposal for our Branch – Elliott and Chris
Elliott and Chris presented their Proposal for our branch. (See attached document).

d) Branch attendees at Regional Meeting and AMM – Elliott
Motion by Cyril that Elliott, John, Chris attend the AMM June 18-20.
Seconded by Rae

CARRIED

e) New meeting dates – Denise
The board revised the new dates and accepted them.

f) Spring Meeting Agenda – Denise
The Agenda was revised. Elliott mentioned that we need to make sure that there is no business from the last minutes; Denise will send a copy of the minutes to Elliott.
11b) Reports b)i.: should be *Reviewed Financial Statements – 2019* and ii. Should be *2019 Budget Presentation*.

g) Website Update – Chris
Change Dorma Grant’s phone number and Cyril’s phone number should be changed.

5. REPORTS

a) Finance – John
No report was presented. Budget has not changed since the last meeting. Aim to start using our Special Reserve. We put some money aside into a “savings account” (reserve equity) for specific need such as training, equipment, defense benefits.
John would like to set-up a Finance Committee so that we have guidelines on how to use our Reserve. Asking for anyone on the board who would be interested and also ask our members if they would be interested.
Computer training: Chris said that it is difficult to get someone from Halifax for a one-day training. The cost will be \$3,000 plus meal costs. As an alternative we could deliver our own training; Chris need to know what training is needed and he will send an email to the board to know what our needs are.

Moved by John; Seconded by Cyril

CARRIED

b) Special Events – Gary
Gary was absent but sent his report to. (see attached report)
Suggestion was made that we have a session on MEDOC.

c) Membership Growth Report – Evans
Evans presented his report (see attached document).
On the Goals & Action Plan document under “Public Service”, Forestry Canada should be Natural Resources Canada.

Moved by Cyril Seconded by John

CARRIED

6. NEW BUSINESS

a) AMM Resolutions – Elliott

Denise circulated the Resolutions and the board reviewed the resolutions to be presented at the AMM.

- i. Branch Support Fund: **ACCEPTABLE**
- ii. Membership Fees: After the last three years of increased fees and with the proposal to continually increase fees every year, this will make it more difficult to attract new members. **NOT UNANIMOUS SUPPORT.**
- iii. Defense of Benefits Emergency Reserve: Evans agree setting up of the Reserve Fund but has problem in giving up power to the National Board of Directors to withdraw up to \$500,000 and to have a maximum of \$2.5 million; maximum should be less than \$2 million.
- iv. Strategic Plan: The 3 objectives were: (1) advocating on behalf of our members by seeking to be a recognized national voice supporting secure, healthy and dignified retirement for all Canadians; (2) promoting membership retention and growth; (3) pursue organizational excellence at all levels of the Association.
- v. Regulation 1.1 Code of Conduct: Up to each of the Directors to share their thoughts.
- vi. Regulation 5.1 Collection and Remittance of Membership Fees: **ACCEPTABLE**
- vii. Regulation 5.5 Preferred Partner Programs: If a partner is taken on by a branch, it will need the approval of the National CEO's approval. Written agreements will be drawn with each partner.

b) Board Renewal – Nominations for next year – Elliott

Elliott, Evans, John, Chris, Mike, Ian and Elise are all up for renewal and all accepted to stay. In 2020, Cyril, Denise, Gary, Norm, Rae and Andrew will be up for renewal.

Meeting adjourned at 8:00 p.m.

Next Meeting: Wednesday, June 5th, 2019 – 5:00 PM
2nd Floor Boardroom, Hazen Park Centre, Oromocto

Recorded by: _____
Denise Blanchard, Admin Director

Approved by: _____
Elliott Keizer, President