

**National Association of Federal Retirees  
Fredericton and District Branch (NB62)  
BOD Meeting – November 21<sup>st</sup>, 2015 - 9:30AM  
Hazen Park Centre, Oromocto**

**PRESENT**

Elliott Keizer, Denise Blanchard, Ron Brooks, Norm Sheen, Wendy Creighton, Frank Sauntry, Cyril Theriault, John Richards, Jacques Piche, Wayne Gunter, Clayton Tupper and Wilson King.

**ABSENT**

Rae Hopper and Gary Barfitt.

**1. WELCOME**

Elliott Keizer, President, welcomed everyone to the meeting.

**2. APPROVAL OF THE AGENDA**

Motion to approve the agenda as presented.

**Moved by Cyril; Seconded by Wayne**

**APPROVED**

**3. MINUTES**

Motion to approve the minutes of October 17, 2015 as circulated.

**Moved by Wilson; Seconded by Wendy**

**APPROVED**

**4. BUSINESS FROM THE MINUTES**

**a) Revision of Strategic Plan**

This is an ongoing project. Elliott received comments from a survey that was done by for the review committee.

John provided some comments: survey was not very well done. Does not seem to be focused on the members.

Some of the main concerns with the previous plan are: did not present an overall strategy related to a vision; it did not provide goals related to a strategy; did not tie budget to goals; cost estimates were problematic and perceived as too costly; did not outline what we could achieve within existing revenue levels; too many priorities, too ambitious; focus on 4-5 major issues; no priority ranking; no Branch consultation; focus on "all Canadians" vs. Our Members.

Among the items that respondents would like to see: improved communications with and between the National Board of Directors and Branch Boards; improved

communications and consultation to and with members and Branches and improved training.

Cyril suggested that National Office should hold a webinar to discuss the proposed new plan. Elliott proposed to let the branches make comments on the draft of the plan and make adjustment before it get distributed to the members at the Annual Membership Meeting in June.

It was agreed that Elliott send an email to Léonard LeBlanc and Peter Kerr prior to their December Board meeting, informing them of our concerns and propose that if they are thinking of approving it, to approve it in such a way that there is a draft sent out to the branches for comments. Comments to be received prior to the Annual Membership Meeting in June. He asked John for his input to assist in composing the letter.

#### **b) Regional Services Officer (RSO) Job Description**

Nothing is going on at the moment. Léonard LeBlanc is taking the RSO Committee report to the National Board. They will likely recommend Phase 2, which has an emphasis on more training; the cost is about \$150,000 per year, including the hiring of a training officer. The Branches would be responsible for their own members costs. As a result, there should be more training available.

Jean Saint-Pierre is leaving the NB RSO position and going back to Québec in the summer.

#### **c) Guidelines, Regulations, Policies, Procedures - Cyril**

Wait until the By-Laws are completed. To be added to the February 6, 2016 agenda.

#### **d) Website Manager – Report from Sub-Committee – Denise & Chris**

The Committee met 3 weeks ago and put together the basic components for our website such as how many pages it will have and what those pages will contain. A “draft” website was prepared to be presented to the Board. Chris brought his computer and a screen and went over the website; the board discussed the various parts of the site. He pointed out that this is just a draft and that everything can be changed.

The Board members provided various suggestions as to what they would like on the website. Chris will make the appropriate changes that would reflect the member’s suggestions and send them back to the board for their approval.

Chris spoke of a phone system (Phonevite) that will allow us to call people no matter who their service providers are. He will test it at a later date with the board members.

#### **e) 2016 Budget**

Frank presented the 2016 budget. After discussion, it was decided to add under “phone” the amount of \$100 for Phonevite.

**Frank proposed that the budget be accepted as presented with the amendment of the phone line item and to reflect a deficit of -\$588.00 and that the budget should be attached to the minutes on the website.**

**Seconded by John**

**APPROVED**

**f) SAGE Insert proposal – Gary**

Proposal by Gary that we will have two free inserts but not restricting them to any particular issue. Committee was Gary, Wendy, John and Elliott. John made a comment to the Committee that he sensed that there is a little reluctance on the part of National and that the communication between branches is not flowing. It is not working for the member. He said that maybe we should go along with what Ron suggested: that we have a resolution at the next AMM and to go with the proposal. Gary was going to send an email to Sayward Montague saying that we are attempting to develop a motion regarding the two free inserts and ask for comments. Elliott will try to get in touch with other branches that put forward a proposal; their proposal was that we have four inserts per year at no additional cost to the Branches.

**g) By-Laws - Cyril**

By-laws were distributed. One point that Frank brought up: in some place NB62 had brackets and some did not; Frank said that we should be consistent and have brackets around “NB62”. Table of contents is missing PART XII – Effective Date. 9.6.3 – Allocated Fund: Cyril talked to Deborah Krause and she said that they plan to replenish it but they don’t have the funds to do it. They are going to report on what their plan is.

9.4.2 – Spending Authority: Deborah would not move on that because we are further ahead than other branches. Emergency item: hold a special meeting and go to the members.

Cyril: we can replenish our fund with our cash at the AMM in May. He will make the changes and send the new By-Laws. Because they are ‘proposed’ By-Laws a proposal was made that we put a watermark called ‘proposed’.

Following this, Wendy suggested that we could ask members if they would provide a contact name and information if they don’t have email. Elliott said that he would insert this in the next SAGE and put them on our website. If they would like to receive a copy of the By-Laws, please check this website or call us. Also send a message by phone.

**Motion by Cyril that we adopt the By-Laws with the changes and start using them immediately.**

**Seconded by Jacques.**

**CARRIED**

**h) Training & CRM – Elliott**

Going after Jean St-Pierre for training. Training is needed. Revised RSO job description is going forward proposing an increase of over \$140,000 in the National budget for training. Will continue to push it especially for training at the Spring Regional Meeting.

## 5. REPORTS

### a) Health Benefits

Clayton was absent so there is no activity to report.

### b) Membership

Wayne presented his report. There are 2,107 active members including 77 new members since January 2015. There are 178 members that will have to be reminded to pay their dues. A reminder notice will be sent to them by mail by the end of January. Membership fees for 2016: single is \$39.84 and double is \$51.72.

**Wayne proposed that we accept the report; Seconded by John APPROVED**

### c) Finance

Frank mentioned that the Bonds (\$2,000) are coming due in December. He proposed that we renew them at 2% for 3 years. He asked that the members submit their expenses by December 11.

**Frank moved to accept the report as presented; seconded by Cyril APPROVED**

### d) Special Events

Gary was absent but he sent his report that Elliott read at the meeting.

Payment option for Fall and Spring Dinners – Email transfer

**Ron proposed that Wendy checked the feasibility of email transfer. Seconded by John. APPROVED**

### Spring Dinner

Gary was not able to explore other venues. The deadline must be finalized before Christmas to meet the Sage deadline of January 4<sup>th</sup>. He recommends that we return to the Fredericton Legion. Proposed date is 3 May 2016. Maximum seating is 144.

### Spring Information Session

He contacted Credit Counseling Services of Atlantic Canada. They have a presentation geared to those over 55 called “It’s Your Money” with the flexibility to expand into a wide range of credit and budget related topics. There is a fee of \$100.00 that is used to support their programs, such as the “Grade 4 Read” program. Based on that, Gary recommends that we support them by covering the fee.

He is suggesting Wednesday, June 8, 2016. As for the location, Ramada is cheaper than the Days Inn but their room will only hold 60 people – maybe 70. The Days Inn has a capacity of about 100 with a better layout. They also have a better sound system. Deadline to select topic, date and location is before Christmas.

Regarding a suggestion from a member at the last Dinner, we sent a reminder by email to advertise the last information session. At the date of the Spring Dinner, we

had 20 members signed-up. Following the email, we had 60 people! He received the information from the presenter, Bonnie Fulton; it will be uploaded to our website.

O Canada Cards

A new supply is needed that will include our new name and logo. Gary was looking at either buying new card or printing 1"x3" labels with the new logo to put over the existing old logo. Ron suggested that we simply cut the top of the cards. Our current stock of 400 cards should last about 5 years; it look fine and it does not cost a cent.

**Request was made by Gary that we cover the cost of \$100.00 for the "It's Your Money" session.** **APPROVED**

Elliott informed the members that Gary is stepping down on January 5<sup>th</sup>.

**6. NEW BUSINESS**

**a) Dates and location of 2016 BOD meetings – Gary & Denise**

Denise circulated the list of dates of the 2016 BOD meetings. They will take place at the Hazen Center in Oromocto on the 2<sup>nd</sup> floor boardroom.

**b) Communications – Elliott**

The Spring Regional meeting will be held the 28 and 29 of April tentatively in Moncton. National meeting (AMM) will be held June 15, 16 and 17; one person plus the Vice-President should attend. Add to the February 6, 2016 agenda.

**by Wendy to adjourn the meeting**

**7. Meeting adjourned at 12:35p.m.**

**Next Meeting: February 6, 2016 - 9:30 AM,  
2<sup>nd</sup> Floor, Hazen Park Centre, Oromocto**

Recorded by: \_\_\_\_\_  
Denise Blanchard, Admin Director

Approved by: \_\_\_\_\_  
Elliott Keizer, President