



National Association of Federal Retirees Association nationale
des retraités fédéraux

OTTAWA VALLEY

National Association of Federal Retirees Ottawa Valley Branch

Annual General Meeting April 19 2017

Agenda:

- Call to Order
- Moment of Silence, singing of “O Canada”
- Recording of Members Present
- Approval of Agenda
- Introduction of Guests and Ottawa Valley Branch Board of Directors
- Speaker Presentation –
 Craig Halpenny, Barker Willson Barristers and Solicitors
- Introduction of Display Presenters
- Introduction of National Directors
- Lunch
- Official Business of the 2017 Annual General Meeting
 - Minutes of the 2016 Annual General Meeting
 - Business Arising from the Minutes
 - New Business
 - Establishment of Special Events Reserve Fund
 - Treasurer’s Report and Presentation of 2016 Financial Statements
- End of Official Business
- Reports of Officers
 - President – Steve Fahie
 - Membership – Steve Fahie
 - Health Benefits Officer – Ed Rockburne
- Nominations for Directors
- Election of Officers
- New Business
- Door Prizes
- Adjournment



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**National Association of Federal Retirees
Ottawa Valley Branch
Minutes of the Annual General meeting**

13 April 2016

Perth Civitan Club, Perth, Ont.

1. Call to Order

President Steve Fahie called the meeting to order at 10:03.

2. Moment of Silence for our departed members and safety of our Armed Forces, followed by singing of 'O Canada', led by Ed Chenard.

3. Recording of Members Present

Judy confirmed 99 members registered - 103 in attendance.

4. Approval of Agenda

Motion to approve agenda by Jim Piche, seconded by George Coates. Passed.

5. Introduction of Guests and Ottawa Valley Board of Directors

President Steve introduced guests Greville Price and Jean-Guy Souliere, followed by the Br. current Board of Directors:

| | |
|-----------------------------|--------------|
| President: | Steve Fahie |
| Past President & Bylaws: | Chuck Parent |
| Vice-President & Treasurer: | Ed Chenard |
| Health Benefits Officer; | Ed Rockburne |
| Secretary: | Lynda Smith |
| Webmaster & Membership: | Steve Fahie |
| Branch Report Editor: | Judy Buehler |
| Director: | Bill Irwin |

6. Speaker Presentation: Financial Planning for Seniors

President Steve introduced a trio of advisors from CIBC who provided financial info to members.

Robert McGlade then spoke on behalf of Johnson Insurance. Concerns raised at Br. Exec. Mtg. (Insur. definitions re: septic/sewer) were tabled. Follow-up for clarification of individual policies is strongly recommended.

President Steve introduced static display reps: **Mills Community Support** – Jan Watson; **Alzheimer Society** (Education Support Coordinator) - Geralynne Smith; **CCAC** – Tracy Elliott (Community Relations Coordinator); **Bayshore Home Health** – (Community Relations Manager) Natasha Medd; and **Perth Classic Theatre** - Matthew Behrens. All



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members were encouraged to revisit displays, following luncheon.

7. LUNCHEON

8. Official Business of 2016 Annual General Meeting

Prior to handling Br. business, Jean-Guy Souliere spoke on Association's fee increase.

- **Minutes of 2015 Annual General Meeting:** Motion to approve was made by Ed Chenard, seconded by Bob Ayotte. Passed.

- **Business arising from the Minutes** - None.

- **Treasurer's Report and Presentation of 2015 Financial Statements:** Motion to approve was made by Ed Chenard and seconded by Jim Piche. Passed.

9. Reports

Reports (included in meeting package) were presented by: **President; Membership; Health Benefits Officer** and **Branch Editor**.

10. Nominations for Directors/Election of Officers

With no nominations from the floor, Greville Price (Regional Service Officer) - Steve Fahie; Judy Buehler; Chuck Parent and Jim Piche were acclaimed for another 2 year term. Roy O'Halloran agreed to become a Director-at-large.

11. New Business

- **Establishment of new Branch Bylaws:** Rationale for same provided to members. Motion to accept by Steve Fahie; seconded by Ed Chenard. Passed.

- **Repeal of "Benefits to Seniors Donations Policy":** Rationale for same provided to members. Motion to accept by Steve Fahie; seconded by Chuck Parent. Passed.

- **Reassignment of "Benefits to Seniors Donations Fund":** Rationale for same provided to members. Motion to accept by Steve Fahie seconded by Jim Piche. Passed.

Members were advised of planned Branch event scheduled for the fall.

12. Door Prizes

Gift card winners were: **\$50.00 (Cdn. Tire)** - A. Bahm; R. Black; (**Giant Tiger**) – J. Wieler; C. Parent; **\$20.00 (Tim Horton)** – B. McEwen; C. Pulford & J. Younghusband; (**McDonalds**) E. Chenard; M. Chenard and H. Mitchell. Winners of car blankets (donated by Johnson Insurance) were: D. Roy and J. Younghusband.

13. Adjournment

With no further business, Steve made a motion to adjourn at 2:05 p.m. Passed.



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OTTAWA VALLEY

Motion to establish a Special Events Reserve Fund April 19 2017

Motion: The Branch Executive has voted to establish a Special Events Fund of \$3000 for the purpose of funding future one-time events that may be sponsored by the Branch from time to time. These events may not have been predicted by the Branch, or may be outside the scope of normal annual Branch costs.

If approved by vote of the membership, this fund will be reflected on the financial statements of December 31 2016, as recommended by National Office staff.

Rationale:

- a) Non-recurring Branch events cannot always be predicted and funded through normal revenues, and may either have to be limited in desired scope or even cancelled due to insufficient funding.
- b) A special event such as a landmark Branch anniversary celebration might be an opportunity to thank the membership, and to attract new members. While anniversary celebrations may be predictable, they would be outside the normal costs of the Branch.
- c) Circumstances could arise where the Branch may want to fund an advocacy event involving the membership, such as bussing members to a gathering to support an Association cause. Without special funding, organizing such an event might not be possible.
- d) Response to unknown future circumstances could be limited in scope if there is not some reserve funding available to the Branch.

For these reasons, I ask that a motion to establish a Special Events fund be approved.

Request for motion to establish a Special Events Reserve Fund.



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Reserve Fund Policy – Special Events Fund (Draft)

Purpose

The purpose of the Special Events Fund shall be to fund the costs of unique events that may not have been predicted by the Branch, or that are outside the normal scope of annual Branch costs. Without these reserve funds, the Branch may not be able to sponsor an event that otherwise would have been desirable for the membership.

The fund has been established at the April 19 2017 Annual General Meeting of the Branch, through a transfer of \$3000 from general revenue. Changes to the level of the fund shall be determined by the Ottawa Valley Board on an annual basis.

Fund Uses

As the purpose of a future special event is unpredictable, this fund is not to be limited to any particular type of activity. It must be a non-recurring event that the Board of Directors of the Branch feel would be beneficial to the membership of the Branch or be relevant to the purpose of the Retirees Association. Examples of such events are costs related to a Branch anniversary, or costs of sponsoring a Branch advocacy effort that would otherwise have to be funded by individual members. Expenditures from the fund throughout the fiscal year will be as authorized by the Board.

Established by vote at the Branch AGM April 19 2017