

**National Association of Federal Retirees
Fredericton and District Branch (NB62)
BOD Meeting – February 12, 2018 – 5:00 p.m.
Hazen Park Centre, 2nd floor, Oromocto**

PRESENT

Elliott Keizer, Ian Culligan, Chris Goddard, John Richards, Jacques Piché, Wilson King, Wayne Gunter, Norm Sheen, Rae Hopper

ABSENT

Clayton Tupper, Evans Estabrooks, Cyril Theriault

1. WELCOME

Elliott Keizer welcomed everyone to the meeting.

2. APPROVAL OF THE AGENDA

Agenda was approved with the following changes:

Item 6c) New Business – Round Table: moved at the end under 6k).

New items added: 6i) AMM Delegate; 6j) Freddy Plus Ad.

3. MINUTES OF BOARD MEETING of October 14, 2017

Minutes of the last meeting were approved.

Moved by Jacques; Seconded by Rae

CARRIED

4. BUSINESS FROM THE MINUTES

a) Board of Directors duties and responsibilities - Cyril

Cyril was absent; no report.

b) Survey Monkey – Chris

National Office will not give the clearance to get a license. We must buy our own license at the cost of \$3,000. Or make survey less extensive and without cost. John suggested that Elliott contact Deborah Krause regarding this as no answer from Stephen Grant is unacceptable.

5. REPORTS

a) Finance – John

John presented his financial statement. Closing 2017 and finalizing numbers.

- Numbers in the document will change since they reflect same charges for 2016 that incurred in 2017 and all entries in CRM must be verified.
- NB62 ended 2017 with a cash surplus of about \$1,000. It will be reduced to zero as it will be transferred to the Special Reserve Fund “Defense of Benefits and Member Services”.

- Observations regarding the 2017 spending:
 - Spending on “Branch membership and recruitment” was \$2,118 less than budgeted. Amount spent on these activities in 2017 was higher due to the corn boil and other activities.
 - Travel expenses for regional and national meeting was \$947 higher than budgeted and higher than previous years due to our decision to be more engaged on national issues.
- Gil Farmer has agreed to verify our 2017 transactions.
- NB62 joined a pilot project in which National Office directly deposits our quarterly payments instead of mailing out cheques.

A 2018 draft budget was presented for the Board’s approval. A copy of the budget will be presented at the next Spring Dinner.

The Board approved that we submit a by-law proposal to change clause 5.1.1 from "*the Branch Board shall, at all times comprise of the Branch Executive and 7-9 additional directors elected in accordance with these by-laws*" to "*The Branch Board shall, at all times comprise of the Branch Executive and 3-9 additional directors elected in accordance with these by-laws*". The purpose of this change is to ensure that we are not in violation of our by-laws if we are unsuccessful in recruiting enough director candidates one year but want to leave room to add in years when the opportunity is there.

At the 2017 General Annual Meeting, our Board sought and received support to eliminate clauses 9.6.2 and 9.6.3 from our Branch's by-laws. These clauses governed the use of the Special Reserve Funds; clause 9.6.2 limited withdrawals and clause 9.6.3 stipulated withdrawals from the reserves must be accompanied by a plan to replenish them to their maximum value established by our Board and ratified by our membership. Based on correspondence with National, we were advised that elimination of clause 9.6.2 would cause difficulties and should be reinstated. Accordingly, the Board proposes: clause "9.6.2: *The Branch board may authorize the withdrawal from the allocated reserve up to a limit set by a vote at a general meeting. Withdrawals over that limit must be authorized at a Branch Annual, Special or General Meeting, by a proposal receiving a majority (50%+1) of the votes cast.*"

The board approved the following motion and recommends it to the AMM for ratification: "*The maximum value of the three NB62 Special Reserve funds be increased from \$5,000 to \$7,500 and that the maximum permissible spending from each fund be no greater than the funds available in each reserve provided and that individual amounts do exceed the branch spending authorities*"

John reminded the Board to submit expense claims on expense account sheets.

**John motion that the report be accepted as presented. Seconded by Chris
CARRIED**

b) Special Events

AMM and Spring Dinner:

To be held on April 24th at St. Francis of Assisi Parish Hall. Denise will send an invitation by email on March 15. Léonard LeBlanc will not be attending.

Information Session:

To be held on May 30th, at the Fredericton Inn. Denise will send email invitation.

c) Membership - Wayne

Wayne presented to item to be approved.

- Motion to approve the purchase of 1000 Branch Preferred Partner trifold colored brochures from Guidecraft Print & Media for \$285.20.

Moved by Norm; Seconded by Wilson

CARRIED

- Motion to approve to accept Guidecraft Print & Media as a Branch Preferred Partner. They will offer our branch members 20% off the price business cards.

Moved by Wayne; Seconded by Wilson

CARRIED

6. NEW BUSINESS

a) Nomination of Cyril Theriault as Branch Service Coordinator - Elliott

Elliott informed the Board that Cyril is the new Branch Service Coordinator and he will continue to serve as Branch Vice-President. Congratulation Cyril.

b) Review of NB62 comments sent to National President regarding Moving Forward - Elliott

A small working group (Elliott, Cyril, Chris and John) sent their thoughts and suggestions to National Office in December. Here are the highlights:

- Our priority is still to increase our membership. Increase our membership will bring younger members who wish to become engaged in NAFR activities therefore, a new relevant (to them) strategic plan that is will communicated may really help us here.
- Assumption #3: states that there will be a reduction in branches; we agree but wonder if new technology may assist some of the branches with administrative function
- Assumption #5 – loss of DDS: wondering if there are many older members who are paying dues because they don't bother to change their DDS or simply don't know what they are paying.
- Assumption #6 – other pensioner's organizations: real threat to us. Challenge will be to convince many of our members that external advocacy is part of protecting their pension benefits.
- Assumption #8 – Baby boomers losing out. The aging of baby boomers will put a strain on government services and to ensure that these services are not diminished will be a core activity for NAFT in the future.
- Assumption #10: We agree that this may be an important issue so, it is important that NAFR position itself to increase our influence and profile.

c) Nominations - Elliott

The Board is still looking for members to fill the vacant positions coming up at the AMM.

d) Branch Email Address – Chris & Denise

Denise expressed her concerns regarding using CRM to send emails to our members. According to an email from Alex Charette, National Office use Click Dimensions. Alex mentioned that we could send the email to them and they would get it out for us. Chris mentioned that given the two days turn around to update our website, it could be a problem if we need to send something on a short notice.

e) Surviving Spouse - Denise

Denise asked Kevin Armstrong who is responsible for contacting the surviving spouse when a member died. Below is Kevin's reply:

'We don't address this specifically in by-laws or regulations I don't think – that is who has responsibility to reach out to spouse. I will say this, getting the surviving spouse to renew or continue the membership is critically important to keeping our membership numbers in line with our goals. The membership department has been discussing implementing something formal for this, but that still just discussion at this point.

I think the branch is in the best position to do this, although there may be some cost and other implications – so we may have to have a hybrid solution whereby for some branches we are doing it, whereas some branches do the contact.

Anytime we hear from a surviving spouse that a main member is now deceased (if we get a call or an email) we train our staff to try and renew/recruit the surviving spouse.'

f) New Partner Proposal – Wayne

Motion to accept Guidecraft Print & Media as a Branch Preferred Partner as they will offer our branch members a 20% off the price of business cards.

Moved by Wayne; Seconded by Wilson

CARRIED

g) BMM and By-Laws – Elliot for Cyril

At the last board meeting we approved interim amendments with respect to reserve funds. According to Section 10.1.1 and 10.2 of the by-laws, the text of the amendments must be included in the Notice for the Branch Annual Meeting.

Cyril also said that our by-laws allow for the branch executive (5) and 7-9 additional members accounting for 12-14 Directors in total. Because of the challenge of recruiting volunteers, he proposed that we change de 7-9 to 3-9 (or less than 9) to overcome this recruitment problem. This must be approved at a Branch Annual Meeting.

Motion by Ian that we change to 3-7; Seconded by John

CARRIED

h) Preferred Partners Regulation – Elliott

New resolution to be presented at the AMM – Jean-Guy Soulière and Jacques Lambert
Be it resolved that Regulation 5.5 "Preferred Partner Program" be replaced with the updated version attached as part of this proposal.

Points highlighted:

Section 1.b.ii: *That the partners provide service in both languages where 10% of the branch membership requires the second language.* Denise pointed out that on the 1,953 branch members only 34 indicated their communication preference be in French therefore there is no need for any communication by our partners be bilingual.

Section 2: *All preferred partnerships will be by a written contract.* The Branch does not support a mandatory written contract at the Branch level.

Section 3: Termination of the agreement within 90 days should the Association enters into a national preferred partnership that covers some or all the goods and serviced covered by this preferred partnership. The Branch does not support this.

Section 8: Only national preferred partners may purchase or be provided with advertising in SAGE, Branch inserts electronic newsletters and the national website. Branches may inform its members about branch partnerships and their benefits in its written communications to members or their website. This creates a problem: what about members without emails or access to the Internet? The Branch is opposed.

i) AMM Delegates – Elliott

Since Cyril is attending as Branch Service Coordinator and Elliott as President, this allows the branch to send two directors; Denise and John volunteered to go.

**Motion by Norm that Denise and John attend the AMM in Gatineau; Seconded by Rae
CARRIED**

j) Freddy Plus Add – Elliott

Discontinuing or continuing as half-page add in October? Elliott, Wilson and Wayne will work on it and come back to us at the next board meeting.

k) Round Table - Open to any topic: Changes/improvements you would like; comments you have gotten from members; etc.... - Elliott

Suggestions:

- Musical interlude before the dinner;
- To make a concerted effort to ensure that all branch materiel is placed on a drive storage in the cloud;
- More training;
- Information management added as an agenda item for the next meeting.

Meeting adjourned at 8:30 PM.

**Next Meeting: April 4th, 2018 – 5:00 PM
1st Floor, Watling Room, Hazen Park Centre, Oromocto**

Recorded by: _____
Denise Blanchard, Admin Director

Approved by: _____
Elliott Keizer, President