

**National Association of Federal Retirees
Fredericton and District Branch (NB62)
BOD Meeting – October 15, 2016 - 9:30AM
Hazen Park Centre, 2nd floor, Oromocto**

BOARD MEMBERS	PRESENT	ABSENT
Elliott Keizer, President	✓	
Cyril Thériault, Vice-President	✓	
Wayne Gunter, Membership Director	✓	
John Richards, Treasurer	✓	
Denise Blanchard, Admin Director	✓	
Norm Sheen, Special Events Director	✓	
Ron Brooks, Immediate Past President	✓	
Chris Goddard, Director & Website Manager	✓	
Linda MacDonald, Director A-C	✓	
Wilson King, Director D-G	✓	
Ian Culligan, Director H-L		✓
Rae Hopper, Director M-O	✓	
Clayton Tupper, Director P-S	✓	
Jacques Piché, Director T-Z	✓	

1. WELCOME

Elliott Keizer, President, welcomed everyone to the meeting.

2. APPROVAL OF THE AGENDA

Motion to approve the Agenda with the following changes:

- 4c) Planning follow-up
- 4d) Training
- 6c) Sage Insert & Branch Newsletter - Cyril

Moved by Denise; Seconded by Ron

APPROVED

3. MINUTES OF BOARD MEETING OF JUNE 4, 2016

Motion to approve the minutes as presented

Moved by Jacques; Seconded by Rae

APPROVED

4. BUSINESS FROM THE MINUTES

a) Board of Directors duties and responsibilities

Standing item on the agenda until approved. Lots have been done since the last meeting; continuing to working on them.

b) Review of draft questionnaire – Wilson

Wilson circulated a copy of the draft questionnaire to the BOD members. It has two

fold: (1) provides an opportunity for our members to give us their feedback; (2) general overall member's satisfaction.

Some modifications were suggested:

- Confusion between Affinity program (National) and Partners program (Branch level). Wilson suggested "Preferred Partner". On our website it says "Discount for our Members" and on the National website it's "Membership Benefits". Cyril suggested that we insert the following phrase:
Branch 62 has negotiated and arranged discounts with some local merchants listed on our website; have you used any of them?
- John suggested that we add the following sentence at the end of the survey:
Are you interested in volunteering for a short project, serving on the board or in any other capacities?

Wilson will make the proposed changes and send it to the board for revision. He will work with Chris to put it on our website. Discussion followed on different ways to add the survey on our website.

c) Planning follow-up - Recruitment – Wayne

Wayne provided with a report on recruitment committee. It was decided that we will focus on potential for recruitment at the base and ex-military. At the last board meeting, a motion was passed to form a recruitment committee with Wayne, Denise, Chris, Cyril and non-board members. He asked if other board members would be interested in participating in this project. Linda and Jacques were added to the committee.

d) Planning follow-up – Training - Cyril

Cyril checked with Deborah Krause and asked if she has some materials for an orientation session. She said that they hired someone to develop the training. It could become part of a regional training. It is on hold for now.

Technology needs: Chris and John had a conversation regarding this. Should we use the same software for everyone? Drop Box was suggested but Chris said that until we know what type of technology we need, we will have to stick to email.

5. REPORTS

a) Finance – John

John presented his report. Presently, there are two reserves: training and equipment. The reserve was set-up in 2014. At that time we could not access more than \$2,000/year. The board did not have the authority as to what we could access. In regards to the new By-Laws 9.4 regarding spending authority: we appear to be rigidly constrained by budget line items and should consider changes to have it regulated so that spending authority rest on us and that all financial management is in one spot.

b) Special Events – Norm

The next Spring dinner will be on Tuesday, May 2, 2017. Norm asked for suggestions for the next Information session next year.

c) Membership – Wayne

Phonevite: need approval before buying it. Denise will send a list of members that wants to communication in French and another list for English members.

Motion by Wayne that we initiate a Phonevite system and that we allocate the necessary funds.

Seconded by Chris

APPROVED

6. NEW BUSINESS

a) Website update and plans - Chris

Chris circulated a report on our website traffic which is quite low.

He will make a presentation about our website at the Fall dinner followed up by questions from the members.

b) Agenda for Fall Dinner – Elliott

The board reviewed the agenda and Elliott asked that we add Item 1 – Opening Remarks (Norm Sheen).

c) Sage Insert and Branch Newsletter – Cyril

We will have two free inserts at the timing of our choice and 4 free announcements (150 words)

Motion by Cyril that we insert our Branch Newsletter in the spring and Fall Sage issues.

Seconded by Ron

APPROVED

Meeting adjourned at 11:45 AM

**Next Meeting: November 19th, 2016 - 9:30 AM,
2nd Floor, Hazen Park Centre, Oromocto**

Recorded by: _____
Denise Blanchard, Admin Director

Approved by: _____
Elliott Keizer, President