

**National Association of Federal Retirees  
Fredericton and District Branch (NB62)  
BOD Meeting – November 19, 2016 - 9:30AM  
Hazen Park Centre, 2<sup>nd</sup> floor, Oromocto**

**PRESENT**

Cyril Theriault, Wayne Gunter, John Richards, Denise Blanchard, Norm Sheen, Ron Brooks, Chris Goddard, Linda MacDonald, Ian Culligan, Rae Hopper and Clayton Tupper.

**ABSENT**

Elliott Keizer, Jacques Piché and Wilson King.

**1. WELCOME**

Cyril Theriault, Vice-President chair this meeting in the absence of Elliott Keizer and welcomed everyone to the meeting.

**2. APPROVAL OF THE AGENDA**

Motion to approve the Agenda with the following change:

Add 6d) Audio Corp - Ron

**Moved by Norm; Seconded by Chris**

**APPROVED**

**3. MINUTES OF BOARD MEETING OF OCTOBER 15, 2016**

Motion to approve the minutes as presented

**Moved by Ian; Seconded by John**

**APPROVED**

**4. BUSINESS FROM THE MINUTES**

**a) Board of Directors duties and responsibilities - Cyril**

Ongoing and standing item on the agenda until approved. Cyril did not have time to work on this.

**b) Review of draft questionnaire – Wilson**

Wilson emailed a copy of the revised survey questionnaire with the modifications suggested at the last meeting. Since he was not present at the meeting it will be added to the next agenda for February 4<sup>th</sup>, 2017.

**c) Planning update – Recruitment & Training – Wayne**

Wayne has been busy with delivering presentations with a good turnaround. He will attend a virtual Skype presentation at the NB Museum to see how it is done.

Discussion as to what other venues we could use to deliver the presentations.

Some suggestions: Use of the Union of National Defense Employee space on the base; Wayne tried to reach Colin Garagan but without success; Sobeys community room; Second Cup; Duck Unlimited.

Denise will check with Laurie Muisse to see what's available on a short notice.

**d) Phonevite update - Chris**

Met with John and Denise a few weeks ago and reported that Phonevite is now setup and ready to go despite the delay in deposit the funds in the account.

Unfortunately, we could not send the message regarding the information session because of the lack of funds in the account.

## **5. REPORTS**

**a) Finance – John**

John created a Pay Pal Corporate credit card account (using his personal credit card). We cannot do electronic transactions because of the dual signature account.

Surplus of \$1,500 which will be repay to National Office. Suggest that we put money aside for special events, membership drives, BBQs, advertisement, new initiatives.

He circulated a 2017 Budget preparation exercise listing the expense categories that Ottawa use and that we are compelled to us. He asked the BOD members to provide him with an estimate of how much they think they will be spending for next year.

**b) Special Events – Norm**

Fall Dinner went well; there were a total of 182 members in attendance.

The next spring dinner will be on Tuesday, May 2, 2017; prime rib will be served. Guest Speaker will be Ian Coakley.

Following a member's suggestion the next session will be on wills and investments. Following a conversation with Ron, one of our partners, Robert Stoney has agreed to give the presentation. Norm will check his availability.

Denise referred to an email sent to her by Wendy Creighton regarding Chandra MacBean of the Alzheimer's Society; Ms. MacBean would be delighted to do it. Another suggestion from Denise is Cyber Security; RCMP usually gives that type of presentation.

**c) Membership – Wayne**

Wayne circulated his report. There were good opportunities to make contact with our members and potential members.

First event was the Fall Dinner where members were encouraged to attend the MEDOC session and Chris's presentation on how to use our website.

Second event was Wayne's presentation he made at the Killarney Lake Rotary Club on November 4. Good opportunity to learn about their interests.

Third event was the MEDOC session. Wayne had the opportunity to tell the audience if there were non-members interested in joining to contact him after the session. There was about five from CFB that said that most of their colleagues did not know about our Association. Wayne gave them his business card and an information package and asks that they contact him if they were interested in a group presentation.

**Moved by Denise; Seconded by Linda**

**APPROVED**

## **6. NEW BUSINESS**

### **a) Website update and plans - Chris**

Chris made the suggestion that we could have an “Easter Egg Hunt” contest to increase traffic on our website. He would create a small picture and post it on our website. Would let the membership that the “Egg” has been uploaded and that if they find it on our website they could email us the location to entered into a draw for a gift card. We could tie this into our preferred partners and once a monthly buy a gift card from one of our partners and the winner will receive it. We could also enter our Phonevite members.

We will need to inform the membership in SAGE and use email and Phonevite. Gary asked if he could add the 2017 meeting dates on our website.

### **b) Administrative Guidelines – Email from Donna Hansen – Cyril (for Elliott)**

They were distributed by Elliott. Denise tried to make copies of the document (134 pages) attached to the email for the Executive but it was too expensive; Staples were asking \$.90 per page. Chris offered to print them and Denise will forward them to him. Ottawa wants us to review them and report back to them. Could be useful for new volunteer.

Cyril said that the Branch announcements in SAGE are due for December 9. He asked that we sent any information that we want to be included for the spring edition of SAGE by December 1<sup>st</sup>.

### **c) Hazen Park Centre Rental Agreement - Denise**

Denise signed the contract with Laurie Muise of the Town of Oromocto for a boardroom at the Hazen Park Centre. She will email the dates to the members.

### **d) Audio-Corp – Ron**

Ron received a phone call from a member who was not happy with their services. She felt she should receive the full 10% off in addition to a special discount provided by Audiocorp.

Changes will be made on our website and on the Partner’s document and should read as follow:

"This discount cannot be used in conjunction with any other promotions or discounts".

Meeting adjourned at 11:15 AM

**Next Meeting: February 4<sup>th</sup>, 2017 - 9:30 AM,  
2<sup>nd</sup> Floor, Hazen Park Centre, Oromocto**

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

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