

**National Association of Federal Retirees  
Fredericton and District Branch (NB62)  
BOD Meeting – Wednesday, November 21<sup>st</sup>, 2018 – 5:00 p.m.  
Hazan Park Centre, 2<sup>nd</sup> Floor Boardroom, Oromocto**

**PRESENT**

Elliot Keizer, Cyril Theriault, Evans Estabrooks, John Richards, Denise Blanchard, Gary Barfitt, Chris Goddard, Andrew Gunter, Mike McCormick, Norm Sheen, Ian Culligan, Elise Young, Andrew Gunter.

**ABSENT**

Rae Hopper

**1. WELCOME**

Elliott Keizer welcomed everyone to the meeting.

**2. APPROVAL OF THE AGENDA**

The agenda was approved as presented with the following addition:

6d) Upcoming Regional Meeting - Cyril

**Moved by John; Seconded by Evans**

**CARRIED**

**3. MINUTES OF BOARD MEETING OF OCTOBER 17<sup>TH</sup>, 2018**

Minutes of the last meeting were approved as circulated with the following changes:

- Ian Culligan was not present at the meeting;
- Treasurer's report: remove 2<sup>nd</sup> and 3<sup>rd</sup> phrase from the Treasurer's report and Motion was accepted by "John" not "Ian";
- Special Events Director report: change "Dinner Meeting that required" to "Dinner Meeting that do not require".

**Moved by Cyril as amended; Seconded by Norm**

**CARRIED**

**4. BUSINESS FROM THE MINUTES**

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

At the last meeting Cyril asked Elliott if we could convene a meeting (after November 14<sup>th</sup>) with those who have to do a job description; that has not happened yet. Will have the meeting before Christmas.

**b) Communications Committee Terms of Reference – Chris and Mike**

Chris prepared a partial Term of Reference done but did not get a chance to meet with Mike. Once they have something prepared, it will be sent to the BOD for review. To be added to the February 13, 2019 agenda.

## 5. REPORTS

### a) Finance – John

John presented the Treasurer Report including the financial statement with 2018 budget and predictions to year-end. Report is attached to the minutes. John asked the BOD to send him our anticipated expenditures for 2019 by December 20<sup>th</sup>.

**Motion to accept the report by Cyril; Seconded by Denise CARRIED**

### b) Special Events – Gary

#### Information Session

Gary contacted Tammy Gallant with regards to a follow-up conversation in Saint John. Presently, she does not have anything ready on the subject of “*people getting overprescribed medications*” she should get back to him by Friday. If not, Gary will try to find someone else; also suggested to have another session on Wills or MEDOC. Session would be in May after the AGM.

#### Spring Dinner Meeting

Gary contacted Ann at St. Francis of Assisi to discuss the dates and suggested two dates – April 30<sup>th</sup> and May 6<sup>th</sup>; May 30<sup>th</sup> does not work for them, but May 6<sup>th</sup> would; but it has to change to the May 2<sup>nd</sup>. John said that May 7<sup>th</sup> would work as the minutes and financial reports have to be at National Office by May 15. The price is supposed to go up.

Other options:

Fredericton Inn (John Waite): \$40/plate which is expensive. Ian will contact Mr. Waite and ask if it can be done for \$25/plate

Kingswood: between \$23 and \$26/plate.

Mingler’s Pub: they do catering for \$17.50/plate. Would need to find a place for the dinner.

Lincoln’s Lion Club or the Catholic Church.

Evans mentioned that he received many complaints about the meal and asked if the United Church would. Gary said that they are having problems getting volunteer.

Elliot: the plan is to have the Spring Dinner Meeting in the period of April 30<sup>th</sup> – May 2<sup>nd</sup>.

The first option is Fredericton Inn and Ian will contact them to negotiate a price of \$25 or less. If it not doable then we fall back to the turkey dinner at St. Francis of Assisi on May 2<sup>nd</sup> or 7<sup>th</sup>.

The Board agreed that there would be no guest speakers.

#### O Canada

Because of the wording change we need to print new copies. Cost of printing years ago was \$215 for 500. John suggested that we use a screen instead of printing.

**Motion by Gary that we accept the Special Reports as presented;  
Seconded by Norm**

**CARRIED**

**c) Membership Growth Report – Evans**

Evans presented the Membership Growth Report. Report attached with the minutes.

**Moved by Evans that the Membership report be accepted as presented**

**Seconded by Elise**

**CARRIED**

**6. NEW BUSINESS**

**a) O Canada - Gary**

See Gary’s report (5b)

**b) National BOD Meeting – December 4<sup>th</sup> – 6<sup>th</sup>, 2018 - Elliott**

In Ottawa where they will review the Partner’s Meeting.

**c) BOD Contact Information – Chris**

Confusion regarding the director’s information on our website. Chris asked that we go on the website and verify their information and let him know if something need to be change.

Training will be available for the BOD on Microsoft.

**d) Upcoming Regional Meetings – Cyril**

National Board Meeting: to be held at the Delta from December 1<sup>st</sup> – 4<sup>th</sup>, 2019. Another District meeting for the Atlantic District (most likely the 2<sup>nd</sup>, 3<sup>rd</sup> and maybe part of the 4<sup>th</sup>. Central funds will pay for the Directors, BSs, PAOs and up to two delegates per branch and on volunteer.

Regional meeting for New Brunswick: to be held at the Fredericton Motor Inn from April 15<sup>th</sup> – 18<sup>th</sup>, 2019 (one week before Easter weekend). It will be 1 ½ day depending on the agenda, starting Monday night, Tuesday morning and ending Wednesday at noon. Training on a tool kit on a Kit on the Voluntary Information Portal (VIP).

Meeting adjourned at 7:00 pm

**Next Meeting: Wednesday, February 13<sup>th</sup>, 2019 – 5:00 PM**  
**2<sup>nd</sup> Floor Boardroom, Hazen Park Centre, Oromocto**

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

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