

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

**PRESENT**

Elliott Keizer, Denise Blanchard, Wayne Gunter, Norm Sheen, Rae Hopper, Ron Brooks, Frank Sauntry, Cyril Theriault and Clayton Tupper

**ABSENT**

Chris Goddard, Jacques Piché, John Richards and Wilson King

**1. WELCOME**

Elliott Keizer, President, welcomed everyone to the meeting.

**2. APPROVAL OF THE AGENDA**

Some changes were made:

Item 5) - add Nominating Committee – Ron (d)

Item 6) - add Partner's Program – Ron (f)

Item 6) - add Agenda Spring Meeting – Elliott (g)

**Motion to approve the agenda with the changes.**

**Moved by Denise; Seconded by Cyril**

**APPROVED**

**3. MINUTES**

Motion to approve the minutes of February 6, 2016, as circulated.

**Moved by; Seconded by Clayton**

**APPROVED**

**4. BUSINESS FROM THE MINUTES**

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

Nothing to report. Cyril will get back to us with a meeting date.

**b) Propose Amendment to our Sage Motion – Elliott**

Elliott read the motion. He contacted the Ottawa branch and sent them a draft; their President said that they will support it. After a few changes were made by the Ottawa branch, the proposal was sent to National Office. The National Board will support it because it will not cost more money. With the support of other branches like Québec branches, Moncton, Saint-John and Amherst and unless something happens, it will be approved at the Annual Meeting.

**5. REPORTS**

**a) Membership – Wayne**

Wayne presented his report. There were 2,093 members on January 1<sup>st</sup>, 2015 and by December 31<sup>st</sup>, 2015 we had 2,112 members. We gained 88 new and rejoined members and experienced 69 cancelled memberships plus we lost contact with 43 members.

Unless the members call us, we don't know which members received their notices of

payment. We placed notices in Sage requesting members to report their missing membership cards to us which they did.

**Motion to accept the Membership Report as presented.**

**Moved by Wayne – Seconded by Rae**

**i. Lost members and invalid emails – Denise**

Denise spent the last two months trying to contact members that either have no emails, phone numbers or addresses. Letters were sent to those who have an address and some came back and others called to give their new addresses. At the request of the BOD, she read the list of names on the list. From a list of around 75 members, we have now 15 members with no contact information. Updates were made in CRM. She will continue monitoring those missing members.

**ii. Email Capability and CRM – Denise**

Denise explained the difficulties she encountered when trying to send mass emailing to the members. Using Thunderbird is not an option because it will show her personal email address. The branch webmail program does not allow more than 30 emails at a time so, it takes about 2 hours to send one email.

**b) Finance – Frank**

No financial statement for this year up-to-date as little has happened. Financial reports for the year-end review have been sent to National Office. All Associated Statements and forms have been received and accepted by National Office. The only outstanding item will be the minutes from the AGM including the statement sent to Denise – *“audited financial statements for the years 2015 with an Earnings/Loss of \$???? were presented”*. Minutes need to signed and sent to Ottawa as soon as possible.

**Frank moved to accept the report as presented; seconded by Rae**

**APPROVED**

**c) Special Events – Norm**

Elliott asked Norm if he would look after the Special Events and he accepted. Norm talked to Ann Snow and she wants the numbers on Thursday before the Dinner. It can accommodate up to 200 but she prefers no more than 185.

There was a discussion regarding accepting payments at the door. Elliott said we can reduce the number of people paying at the door if we send a reminder to the members. So far there are about 95 members that have paid. Norm will talk to Gary when he comes back.

**i. Notice of Spring Meeting & Agenda – Denise**

**ii. Information Session Notice – Denise**

Denise will send a reminder by email regarding the Spring Dinner and the upcoming Information Session.

**d) Nominating Committee – Ron**

Ron presented his report.

Members that need to be renewed at the BAM: Cyril, Wayne, Frank (1 year), Denise, Chris (1 year completing Wendy’s term), Wilson, Rae, Clayton, Jacques and vacant position (Ian Culligan nominated) (1 year). For the staggering effect it gives us 7 for even years and 6 for

uneven years. Next year: Elliott, Chris, John, Norm, New Director (Ian?) and Frank-

**Motion made to accept the Nominating Committee Report as presented.**

**Moved by Ron; Seconded by Ray**

**APPROVED**

## **6. NEW BUSINESS**

### **a) 2017 Forecast Budget – Frank.**

Frank presented his report showing a deficit of \$1,205.00 for the 2017 Forecast Budget. One of the changes has to do with Financial Management which was arbitrary raised to \$800.

Frank also suggested that we removed the “Budget 2015” column. The 2017 Forecast Budget will be revised and approved in the fall.

He reported from a letter dated March 18 from Sue Bennett. CRM review is too cumbersome to do in terms of calculations. She is not supportive of CRM and cannot maintain two accounting software (Simply Accounting and CRM. She has declined to do the review next year and gave her resignation as she cannot provide any added value.

**Frank moved that the 2017 Forecast Budget be accepted;**

**Seconded by Wayne**

**APPROVED**

### **b) Local Branch Recognition Awards - Denise**

Denise spoke to Gail and the awards will arrive by next week; she will buy the frames.

### **c) Health in the News (email from Louise Bergeron) - Denise**

This item will be revisited at the September 10<sup>th</sup> meeting.

### **d) Regional Meeting and Training – Elliott**

Regional Meeting is on April 28<sup>th</sup>-29<sup>th</sup>.at the Four Points Sheraton in Moncton. Elliott and Cyril will attend.

Training on CRM will be provided; 5 Directors will attend (Chris, Frank, Wayne, Denise and John).

Three items will be brought by our board at the meeting:

- Rapid increase in the budget at the National Level
- CRM problems
- Motion regarding Branch Report in SAGE

### **e) National AMM – Elliott**

A new strategic plan will presented at the AMM in June at a cost of approximately \$800,000 over three years.

### **f) Partner’s Program – Ron**

Ron and Elliott met with Paul Petryshen, Manager at Coast Tires to discuss the possibility of a partnership; the next day Mr. Petryshen met with his own boss. They offer the same deal that UNB staff and student have which is 10% on all service with the exception of the Motor Vehicle Inspection. Elliott put together an email outlining what was agreed upon. Hopefully, we will be able to announce it at the Spring AGM. Elliott received a phone call and was asked if we could send our logo to them.

**Motion that Ron forward our logo to Coast Tires and that we enter a partnership with Coast Tires at a 10% discount on everything except Motor Vehicle Inspection.**

**Moved by Ron; Seconded by Cyril**

**APPROVED**

Cyril contacted CAA but they would not offer the same deal than the CAA branch is offering in Ottawa. He talked to Nathalie Trépanier at National Office and they are interested in going after them on a National Level. CAA thanked Cyril and said that they have an actual Corporate Membership Program but it will not reflect the very deep discount that CAA in Ottawa has.

**g) Agenda: Spring Meeting – Elliott**

The following changes (**in bold**) were made:

- Spring **Branch Annual** Meeting/Dinner
- Master of Ceremonies – **Norm will look after that**
- **Introduction of Board Members** and Welcome **to members and guests** from President – Elliott Keizer
- “O Canada” let by **Jacques Piché** - Denise will ask
- Grace – **Gary???**
- Guest Speakers:
  - Trevor Menchenton of Audiocorp. Ron will talk to him.
  - **Paul Petryshen, Manager of Coast Tires – newest partner**
- Approval of the minutes of the **Spring Branch Annual** Meeting/Dinner – May 5, 2015
- **Presentation of** Financial Statements for 1015 fiscal year as prepared by Sue Bennett
- **Removed Item 12b.ii:** Recommendation to approve Sue Bennett as the reviewer for the 2016 year
- Item 13 - New Business:
  - a) Regional Director’s Update: Questions and Answers period – Léonard LeBlanc, National Director and Peter Kerr, Director, District of Atlantic
  - b) Provincial Advocacy Officer’s update – Pat Goobie, Provincial Advocacy Officer
  - c) Nominations Committee Report and Elections – Ron Brooks
  - d) Awards – Ron Brooks
- Item 14 – Draw for Early Registrants and Door Prizes – **Norm Sheen**
- Item 15 - Adjourn

**7. Meeting adjourned at 12:00p.m.**

**Next Meeting: June 4, 2016 - 9:30 AM,  
2<sup>nd</sup> Floor, Hazen Park Centre, Oromocto**

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

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