

Branch Board Meeting Minutes
ZOOM Videoconference
October 1, 2020

Branch web site <https://www.federalretirees.ca/Bluewater>

Note: decision and action items are in ***bold italic***

Present -

President - Chris Hawksworth
Past President - Gloria Cayea
Treasurer - Diane Kerr
Director of Membership - Bill Mason
Outreach Coordinator - Pat Mason
IT and Web Site Coordinator - Doug Kerr
Member at Large. - Murray Lester
Secretary - Robert Jackson

Regrets -

Member at Large - Georgina MacIssac
Member at Large - Diana Wright

President Chris Hawksworth opened the meeting at 7:05 pm with the principal agenda item being the approval of the attached Reserve Motions Proposal. Following discussion the Reserve Motion Proposal, namely reserved equity of \$5500 for equipment, engagement and advocacy; and up to \$2000 that may be contributed to National Reserves was moved by Diane and seconded by Gloria. ***The motion carried.*** The complete text of the approved motion follows these minutes.

Chris briefed the Board on upcoming regional and national meetings and reminded everyone of the on-going membership drive.

Gloria suggested the Branch should conduct a membership outreach program to check on our members and to let them know the Branch is still functioning. This could be tied into the national plan to distribute Christmas e-cards to the membership. ***Gloria will coordinate this outreach initiative, including ensuring that those without an e-mail address receive contact via post.***

Diane noted national office was still providing training and other support despite the on-going Covid pandemic.

Doug reminded the Board of the SAGE submission deadline. Following recent developments the Board noted ***the Vice President position is now vacant and the Branch website and SAGE listing are to be updated accordingly.***

The Board noted the next Branch AGM will not be held until 2021 at the earliest at which time the entire Board with the exception of the President will be up for renewal. ***It is essential to continue promoting the request for nominations.***

Following which the meeting adjourned at 7:50 pm.

Approved motion:

Name & Amount	Define (To be used for)	Timeline (To be used when)	Justify Amount	Spending authority
Reserved Equity: Equipment \$2000	To replace computer system purchased in the fall of 2020	By Fall of 2025 (once every 5 years)	\$1600 for computer system \$400 for miscellaneous office equipment	Board may use up to \$2000. per year without additional approval
Reserved Equity: Volunteer Engagement \$2000.	To send an observer to the AMM once in the next 3-5 years	Spring 2026	\$1500. For Hotel and meal plan \$500. For travel	Board may use up to \$2000. Without prior approval within the next 5 years
Reserved Equity: Branch Advocacy \$1500.	To have Townhall meetings in the next Provincial and/or Federal Elections	Within the next 4 years	\$500. For Hall rental per election \$250. For refreshments per election	Board may use up to \$1500. Without additional approval
<p>Plus a Motion: Any additional funds in excess of the 3 years average operating expenses at the end of 2020 may be contributed to National Reserves at the discretion of the Board to maintain our Not-For-Profit status. (At this time approximately \$2000.)</p>				

Moved by Diane Kerr , Seconded by Gloria Cayea **Carried** / Not-Carried