



Annual General Meeting
Thursday March 9, 2017
Newlands Golf and Country Club, Langley BC

MINUTES

Call to Order:

The meeting was called to order at 11:30 am by Branch President Bernd Hirsekorn, with 66 people present including 61 members of the Branch, thereby achieving a quorum. Bernd welcomed our guests including BC02 president Reg and Renate Daws and a new member Laurie Ewing.

- Board members present included Bernd Hirsekorn, Leslie Gaudette, Rocky (Glen) Rockwell, Ilene Fika, Thelma Graham, Steve Sawchuk, Charles Louth, and Joy Hennen.
- Bernd conveyed regrets from: Sharon Riches
- A minute of silence was observed for our departed members.
- The agenda for the meeting was approved. MSC Bernd Hirsekorn/ Sandi Briton
- Approval of AGM Minutes held March 10, 2016 MSC Ilene Fika/Bernd Hirsekorn

Branch AGM Reports:

Bernd presented highlights from the 2016 Annual Reports received from the Board of Directors. Major themes of 2016 included: annual BOD training at the Tri-Region NAFR seminar in Chilliwack, the establishment of three specific funds pertaining to our Branch Reserves, our three successful Branch meetings and associated social events, the July BBQ and Christmas Buffet. In addition, our Branch held two speaker events; one from Arbor Memorial and another from LegalShield. Our Social Activity Director introduced a “Let’s do Lunch” series designed to further promote networking and fellowship. We are using the new National website, SAGE, quarterly newsletters and regular emails to inform our members about health benefits/pension issues and upcoming Branch events. Branch membership has grown by 4% to 2,152 members with the majority living in Surrey and Langley. Vice-President Leslie Gaudette presented the Advocacy Report that outlined key activities including; contacts made with local MPs and related presentations, the COSCO conference on “Ageing Well – a Quest for All Generations” (attended by three Directors) and various collaborative initiatives with other “senior-focused” organizations in BC.

Approval of Financial Statements from 2016 and proposed Budget for 2017:

Branch Treasurer Rocky Rockwell gave an overview of the Branch financial reports, which have been reviewed by an external reviewer. We have \$39,915.20 in assets including the banner purchased in 2015 and the computer equipment purchased in 2016, of which \$38,420.41 is in bank accounts and GICs. Our Branch was required to repatriate \$5,638.69 to N.O. and these funds were removed from our accounts by taking \$4,000 from Savings and \$1638.69 from Chequing.

- Leslie reviewed the 2016 Balance Statement (see attachment) indicating that there was a small increase (artificially high) due to the change of reporting in CRM, by adding the Q4 totals in this year. As well, we have two fixed assets that have depreciated, but are included in our assets. We balance in the National accounting system.

- Rocky then reviewed the proposed 2017 budget, (see attachment) explaining the three budget columns and how the numbers were obtained. There is a slight increase in this year's anticipated costs. The Budget for 2017 is organized by the new categories required in the CRM System.

Stuart Wilson asked if there will be another repatriation of funds this year? Leslie/Rocky responded to this query, indicating that the National Office has advised that there should be no further repatriation required this year and further that our Board believes that we have taken the necessary action to allocate our funds appropriately.

Motion to accept Balance Statement for 2016: MSC Rocky Rockwell/Bob Jacks

Motion to accept 2017 Branch Operating Budget: MSC Rocky Rockwell/Bernd Hirsekorn

Resolutions re: Allocated Branch Reserve Funds (see attachments)

Bernd outlined the reasons for the two Resolutions being proposed. The first one involving the equipment fund will put us in a better position to retain funds for unexpected expenses. The second one is a requirement through NAFR Administrative Guidelines and that once established, the Board will not have to wait until a GM for approval of unforecast expenditures out of our Branch Reserve Funds. This will allow the Board to more easily respond to requirements.

Motion to give authority to the Branch to establish an additional restricted reserve fund for Equipment Purchase and Replacement in the amount of \$3,000 as an Initial Allocation. Discussion ensued. MSC Bernd Hirsekorn/Joy Hennen

Motion to give authority to the Branch to establish authorized spending authority for the Board of Directors regarding the use of allocated Branch Reserve Funds, up to \$5,000. Bernd added further clarification “**in a current fiscal year (January-December)**”.

- Heather Smith queried requirements for expenditures and wondered why they would not be outlined in the operating budget. Bernd clarified that these are for unexpected costs under any of the 3 Reserve funds e.g. volunteer training and equipment requirements and the BOD needs to be flexible depending upon situation. MSC Bernd Hirsekorn/ Rocky(Glen) Rockwell

Motion to give the Board Authority to Appoint a Financial Reviewer to review the 2017 Financial Statements: MSC Bernd Hirsekorn/Charles Louth

Motion to Appoint the Bank Signing Officers as the President, Vice-President, Treasurer and Secretary: MSC Bernd Hirsekorn/Fran Jacks

At this point Bernd Hirsekorn conveyed, on behalf of the Board, thanks to the members for the opportunity to serve on the Board. He then turned the meeting over to Ian Spence as Nominations Committee Chair.

Nomination and election of officers:

Ian Spence, branch member and former Regional Services Officer, chaired the meeting for election of officers for the 2017-2018 Board of Directors. Officers/directors nominated by the nominations committee were introduced and asked if they accepted their nominations. Nominations from the floor were called three times for each position.

Motion to elect Executive positions:

Bernd Hirsekorn to the position of President; Leslie Gaudette to the position of Vice-President; Rocky (Glen) Rockwell to the position of Treasurer; Ilene Fika to the position of Secretary: MSC Verna Sandison/Fran Jacks

Election of Directors-At-Large:

For the 8-10 positions of Director-at-Large, the following Branch members had agreed to serve:

- (1) Steve Sawchuk,
- (2) Charles Louth,
- (3) Sharon Riches,
- (4) Joy Hennen,
- (5) Thelma Graham,
- (6) Ian Spence, and
- (7) Stuart Wilson

The Nominations Chair reported that Sharon Riches (who was unavoidably absent) had agreed in writing with her nomination. Ian asked for nominations from the floor for the three remaining positions. No further nominations were received. Nominations from the floor were called three times for each position. The elected officers were introduced and sworn in by Nominations Chair, Ian Spence, using the Pledge of Office.

The branch officers/directors for 2017-2018 for the Fraser Valley West Branch are as follows, with the Signing Officers being President Bernd Hirsekorn, Vice-President Leslie Gaudette, Treasurer Rocky (Glen) Rockwell and Secretary Ilene Fika. Directors-at-Large will be assigned to specific portfolios at the first Board meeting to be held 4 April 17.

PRESIDENT	Bernd Hirsekorn
VICE PRESIDENT	Leslie Gaudette
TREASURER	Rocky (Glen) Rockwell
SECRETARY	Ilene Fika
DIRECTOR-AT-LARGE	Steve Sawchuk
DIRECTOR-AT-LARGE	Thelma Graham
DIRECTOR-AT-LARGE	Sharon Riches
DIRECTOR-AT-LARGE	Charles Louth
DIRECTOR-AT-LARGE	Joy Hennen
DIRECTOR-AT-LARGE	Ian Spence
DIRECTOR-AT-LARGE	Stuart Wilson

Closing: The meeting was adjourned at 12:30 pm followed by a delicious buffet lunch.

Signed on this day of ____ March, 2017 by:

Bernd Hirsekorn, President

Ilene Fika, Secretary



National Association of Federal Retirees Association nationale des retraités fédéraux

FRASER VALLEY WEST

1 RESOLUTION, Dated: 2017 March 09

Subject: Allocated BC04 Branch Reserves

Whereas the Fraser Valley West Branch (BC04) has practised diligent financial management, and whereas the branch has thus accumulated assets that are surplus to annual operating funds of the Branch,

- Be it resolved that the Branch establish an allocated **Equipment Purchase and Replacement Fund**, an Allocated Reserve, to be used to cover unexpected equipment requirements of the Branch. The initial allocation: **\$3,000.00**.

#2 RESOLUTION, Dated: 2017 March 09

Subject: Allocated BC04 Branch Reserves – Spending Authority of the Branch Board of Directors

Whereas the Fraser Valley West Branch (BC04) has practised diligent financial management, and whereas the branch has thus accumulated assets that are surplus to annual operating funds of the Branch,

- Be it resolved that the Branch Board of Directors be authorized to approve the payment of up to \$5,000 on expenditures in a current fiscal year, January 1st to December 31st, relating to the Allocated BC04 Branch Reserve Funds.