**National Association of Federal Retirees**

**Fredericton and District Branch (NB62)**

**Minutes of Board of Directors Meeting**

**Saturday, Sept 8th, 2022 – 5 p.m.**

**PRESENT:**

Cyril Theriault, John Richards, Elise Young, Evans Estabrooks, and Rosie Goddard,

Dino Kubik, Mariet van Groenewoud, and Chris Goddard

**ABSENT:** Gary Barfitt, Ian Culligan, Rae Hopper, Glen Fraser and Mike McCormick

1. **WELCOME FROM THE PRESIDENT**

Cyril welcomed all to the meeting.

1. **AGENDA**

Moved by Evans that the September 8th agenda be approved as circulated.

**Seconded Mariet CARRIED**

1. **MINUTES OF EXECUTIVE MEETING JULY 12TH MEETING**

**Motion by Chris that the July 12th minutes be approved as circulated and amended**.

**Seconded by Elise CARRIED**

1. **BUSINESS FROM THE MINUTE****S**
2. Planning Session update - Saturday, October 29, 8:30 a.m. to 3 p.m.

Cyril is our MC for the event and Bonnie Hoyt Hallett is our facilitator. Cyril will confirm her fee for the event. Elliott Keizer has accepted our invitation to attendance to aid with our branch direction. During the upcoming Johnson event it was suggested by John that our Survey 2022 should be on hand to give out to attendees to gain more responses. Chris will retain a copy from John and make the copies required. It was discussed that in the past our info sessions about insurance are good avenue to collect information and perhaps entice new membership as our turn out is generally good. Cyril plans to discuss the possibility of forming a Provincial Committee of NARF. There was discussion of having Allan’s food truck available for the planning session. Cyril will confirm.

1. Fall BBQ

Executive had decided to postpone this event until next spring as there was not adequate time to plan the event. It was felt that the Johnson event would draw more interest and provide a more viable opportunity to encourage new membership, as the last session had about 90 participants. The Board also agreed with this decision. The future event will be considered.

**Motion be made by Cyril to approve business arising from the minutes CARRIED**

1. **REPORTS**
2. **Finance – Elise Young**

**2022 Earnings/Loss to date compared to Approved Budget**

The attached spreadsheet as well as the Earnings/Loss statement show a surplus to date of $ 2,338, very similar to June’s report. Revenues of $6,360 represent the 1st and 2nd QRT fees received from National. Total expenditures increased considerably to $4,023, mostly related to my attendance at the National AGM in Gatineau. Thank you for approving my attendance. It was a great learning experience and so nice to meet other branch volunteers and particularly National office staff.

There are significant expenditures that will be coming such as the mailing of the survey to our members, the purchase of a computer as well as the fall meeting. Following our planning session, we may be in a better position to see if we will break even this year as budgeted. In addition, a new reserve fund is being proposed which will reduce our overall unreserved equity position.

**Balances Statement**

The Balances statement shows net assets of $ 45,102; Equity consists of 3 Reserved Equity funds totaling $ 22,500 and an unreserved equity balance of $22,602. A very slight change from June’s statement

The Branch’s financial position continues to be strong.

**Revised “Reserves Motion Template”**

At a recent meeting of the Executive, it was agreed that a motion would be presented to the Board to establish a reserve for a “Special Event” to celebrate the 60th Anniversary of NAFR in the amount of $7,500. A revised “Reserves Motion Template” with additional details is attached for your review and consideration. This additional amount was added to the Recruitment/Communications reserve fund, for a total of $ 15,000. As mentioned in my June report, the board has until the end of September to deal with the excess unreserved equity of $5,510. The executive agreed to set up a reserve for future branch activities rather than transfer the excess to National office.

**Elise moved acceptance of the attached revised “Reserves Motion Template” totaling $30,000, representing an increase of $7,500.**

**Seconded by Mariet CARRIED**

**Elise moved the acceptance of the Treasurer report.**

**Seconded by Chris CARRIED**

1. **Special Events – Gary Barfitt**

Gary was absent. Cyril gave a brief overview of the memo sent by Gary. Gary was concerned about the Covid 19 rules or lack thereof. He questioned if we should have to wear masks and ask for vaccinations. Gary was also concerned about these issues while the board was in session. Should we be wearing masks?

**Moved by Cyril - Seconded by John CARRIED**

1. **Membership Growth Report (MGC) – Evans Estabrooks**

The MGC is now composed of Mariet van Groenewoud, Elise Young, Agnes Murphy, Glenn Fraser and myself. Agnes has agreed to rejoin the MGC to retrieve information from the CRM computer system and has recently been cleared to use it. The MGC met in person on June 2nd with the main purpose being to discuss the MGC Operation Plan for the rest of 2022.

Branch Membership Numbers

Branch membership numbers as of the end of SE 07, 2022 were 1794 Active Member, with 49 new members joined the branch and only 8 deaths reported during the year to date.

MGC Activities

MGC members have been updating the contact information for Federal worksites in the Fredericton Branch area. Committee members have had several contacts by members wishing to renew their membership or change their contact information.

No further contact has been made with CAF Gagetown Base Personnel Selection Officers' office (BPSO) or RCMP Veterans Assoc. during the past two months.

MGC members look forward to the upcoming Branch meetings (Sept 21st and Oct 18th) for members and potential members.

National Recruitment Committee

The National Ad-hoc Recruitment Committee (AHRC) held its 11th meeting by Zoom on August 25th, with myself participating. National membership numbers indicate 164,545 to end of July 2022 which is similar to last year. The net growth for the month of July was +133 (758 new gains and 625 losses).

The Mega Recruitment Drive (MRD) will run from Sept.1-Dec. 31st with improved computerized sign-up methods (Dynamic QR codes) and prizes. Fall has been the period when most new members join NAFR. Members are encouraged to recruit new members or have potential members sign up for the Fred newsletter. Johnson Insurance is putting on branch sponsored travel seminars across the country which will likely result in increased memberships.

National Office will provide 60th anniversary kits to branches in November with ideas on how to celebrate.

The negotiation of the new PSHCP renewal package to take effect in July 2023 was a major accomplishment with NAFR having a major role.

The Association of Canadian Financial Officers (ACFO) have shared “*The Top 10 Things to Know Before Retirement*” document to all its 5,000 + members.

Several branches across Canada are in the process of surveying their membership to determine membership needs.

**Evans moved acceptance of the Membership Growth Report.**

**Seconded by Mariet CARRIED**

1. **Communication – Mike McCormick**

Mike was no present at the meeting. John gave an update about the membership survey. There was some confusion about the email address and the absence of a postage paid envelope. There were issues about getting this to the printer and the lack of clear instructions. The results of the survey will be discussed at the planning session.

Discussion of the Fred Newsletter informing more members and potential members. We will need 60th anniversary kits to give out at this event. One area of interest for the newsletter audience might be the “Top things to know before retirement”. However, the newsletter will only reach members and not potential members as you must be a member to receive it. Chris again mentioned how we need more partners to participate in offering more discounts or such things to gain more interest in our association.

**Motion by Cyril to accept of the Communication report as presented.**

**Moved by Mariet; Seconded by Elise CARRIED**

1. **Advocacy – John Richards**

We need to work with more directives from National. We need to have more information about Health Care issues and lack of primary Care available to seniors. These interests were shared by other locations across NB including Moncton, Miramichi, and Upper Valley areas.

**John moved that the report be accepted and that the expenditures for the survey be approved by the Board.**

**Seconded by Mariet CARRIED**

1. **NEW BUSINESSES**
	1. Future board meetings: these would be held in person.
	2. We need to review covid rules. Are we following Nationals policies?
	3. Board meeting for Saturday, October 15th has been cancelled. The Executive can discuss any issues right before the Fall Dinner.
	4. Saturday, November 17th meeting will be zoom.
	5. Perhaps meetings could be every second month on a specific day of the week.
2. **Adjournment: 7h00 p.m.**

**Next Zoom Board Meeting: Saturday November 17th, 2022 - 2:00 p.m.**

**Recorded by:**

**Rosie Goddard, Admin Director**

**Denise Blanchard, Admin Director**

**Carried by:**

**Cyril Theriault, President**