

## RESERVES BALANCES AS OF FEBRUARY 12, 2023

SOUTH-EAST NB BRANCH #64

For the year ending 2023

Name & Amount	Define	Timeline	Justify Amount	Use/Transfer authority
ADVOCACY RESERVE: \$8,000.00	For Branch advocacy strategic planning and initiatives including organized activities around municipal, provincial, or federal elections, town halls or all candidate meetings, flyer campaigns, mail out initiatives.	2023-2027	Hall rental, refreshments, simultaneous translation, printing costs, promotional material, audio/visual costs, mail out costs.	Spending of \$1,600.00 per year authorized.
SPECIAL EVENTS RESERVE: \$13,000.00	For special events such as NAFR Anniversary celebration. Special Branch celebrations. Special ½ day member learning events.	2023-2027	The 2023 annual banquet will be a 60 <sup>th</sup> Anniversary celebration. Funds from this reserve to offset costs of banquet (hall rental, subsidized meals, refreshments), purchase and distribution of 60 <sup>th</sup> Anniversary promotional items.  Learning: \$500 hall rental plus \$1000 speaker and \$2000 refreshments.	Spending of up to \$8,000.00 in 2023 authorized.  Up to \$1,250.00 per year 2024-2027 authorized
INFORMATION TECHNOLOGY	For information technology and	2023-2027	Replacement laptops, printer replacement, Microsoft 365	Spending of up to \$1,200.00 per

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AND EQUIPMENT RESERVE: \$6,000.00	equipment needed for the operations of the Branch.		office suite subscription, phone replacement, USB storage for NAFR presentation use.	year 2023-2027
RECRUITING /COMMUNICATIONS RESERVE: \$5,000.00	For recruitment activities such as targeted membership drives; special communication strategies; You & Your Survivors Booklet Distribution to members	2023-2027	Advertising; Y&Y Survivor Copies, postage costs, translation costs.	Spending of up to \$1,000.00 per year 2023-2027
TRAINING / SUCCESSION PLANNING RESERVE: \$8,000.00	For training of Board of Directors and members for succession planning purposes.	2023	Sending 2 observers to AMM covering full costs for transportation, hotel, meals, registration costs, including cost for spouse at AMM banquet. Sending 1 observer to 2023 DMM covering full costs for transportation, hotel, meals, registration costs, including cost for spouse at AMM banquet.  Expenses incurred for ongoing training of board members, and in particular, enhanced training for new board members.	Spending of up to \$8,000.00-year 2023

**Total Reserves: \$40,000.00**

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