

DRAFT

**NAFR QUINTRENT BRANCH
MINUTES OF THE EXECUTIVE MEETING
HELD 13 SEPT 2023**

PRESENT:

President	Tom Kupecz
Vice President	Hugh Mackay
Secretary	Nancy Everett
Treasurer	Alex Chambers
Deputy Treasurer	Gary Rodrigue
Director Telephone Committee	Gloria Johnson
Public Relations & Publicity	Attila Kostya

REGRETS:

Director Social Events	Position Vacant
Director Welfare	Agnes Ward
Director Health & Seniors' Issues	Position Vacant

1. CALL TO ORDER

Tom called the meeting to order at 1000.

2. PREVIOUS MINUTES

Moved by Alex seconded by Gloria, that the minutes of the previous meeting, held 14 Jun be accepted with adjustments to the Treasurers Report for clarity.

CARRIED

3. BUSINESS ARISING

There was none.

4. CORRESPONDENCE

All correspondence had been previously forwarded.

5. COMMITTEE REPORTS

a. VP Membership

Hugh reported the current membership numbers.

Non DDS	53 Double	25 Single	131
DDS	371 Double	281 Single	1023
	Total Membership		1154

We are cup 14, with 5D and 1S due to expire this month.
2S and 5D have been deleted for non payment.

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b. Treasurer

- i. Alex reported that we have \$4,693.57 in The Bank of Montreal (BMO), \$8,505.45 invested in GICs etc in the Kawartha Credit Union (KCU), \$57.97 in Petty Cash & \$25.00 in KCU shares (5 x \$5.00) for total financial assets of 413,281.99.
- ii. The Fall General Meeting on Tues 17 Oct 23 has a budget of \$700 for coffee/sandwiches.
- iii. Our next DDS payment of approx \$2100 is due around 20 Oct 23.
- iv. The VP Membership's laptop's value was due to reach \$0 on 23 Jul 23. Due to two repeated failures, the decision was made to replace the laptop. Due to the increasing cost of replacement laptops and software, we need to adjust our Reserve Equity - Information Technology & Equipment budget to at least \$1,200 per replacement laptop.
- v. After entering the latest laptop purchase in the CRM database, our Reserved Equity Table Balances are as follows:
Reserved Equity - IT & Equipment is now \$2,322.01
Reserved Equity - Advocacy (Branch) \$1,500.00
Reserved Equity - Recruitment/Communications \$2,000.00
Reserved Equity - Special Events \$4,000
Reserved Equity - Training/Succession Planning \$3,000.00
Total Reserved Equity \$12,822.01
The use of Reserved Equity - IT & Equipment funds for the latest laptop purchase demonstrates the necessity for the reserved fund.
- vi. It was agreed that replaced laptops be tracked and reformatted before disposal.

c. Director Telephone Committee

Gloria stated that there was nothing to report.

d. Director Welfare

Member absent.

e. Director Health & Senior's Issues

Position vacant.

f. Director Social Events

- i. Position vacant.
- ii. The Christmas Luncheon is booked for Dec 8th.
- iii. The 2024 Spring Annual Meeting is booked for 16 Apr.
- iv. The 2024 BBQ is booked for 7 Jun.

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- v. The 2024 Fall General Meeting is booked for 15 Oct.
- vi. The 2024 Christmas Luncheon is booked for 6 Dec.

g. Public Relations & Publicity

Attila reported that he will be leaving the executive as of the end of October 2023 for health reasons. He reminded Tom that the President's Message is required by Oct 2nd.

6. NEW BUSINESS

- i. The Fall General Meeting was discussed. It was agreed that we would order sandwiches, tea & coffee for 75. The guest speaker will be Patti Potts from Canna Connect, a medical cannabis organization.
- ii. Tickets for the Christmas Luncheon on 8 Dec will be available at the Fall General Meeting at a cost of \$20 each. We will plan for 75 attendees and have table service. It was agreed that the Belleville Branch President would be invited.
- iii. Tickets for the Christmas Luncheon will be available at the QuinTrent Branch office on Nov 8th and Nov 15th from 1000 to 1200.

7. NEXT MEETING

The next meeting will be held 11 Oct at 1000 at the office.

8. ADJOURNMENT

There being no further business, Tom adjourned the meeting at 1120.

Tom Kupecz
President

Nancy Everett
Secretary