

**National Association of Federal Retirees**  
South-East New Brunswick / Section du Sud-Est du Nouveau-Brunswick Branch 64  
**MINUTES**  
**Annual General Meeting - March 22, 2024**

**CALL TO ORDER**

The meeting was called to order by President Isabelle Forest at 10:06 a.m.

**MINUTES OF LAST MEETING**

Secretary Karen MacGregor reviewed the Minutes of the last Annual General Meeting, which was held on February 24, 2023.

*MOTION: Karen MacGregor moved that the Minutes of the February 24, 2023, meeting be approved as reviewed. Seconded by Jack Dennahower. All in favour. Motion carried.*

**PRESIDENT'S REPORT ON 2023 BRANCH MANAGEMENT ACTIVITIES**

President Isabelle Forest provided an overview of Board activities in 2023, including attendance at the 2023 National Annual Members Meeting, the District Meeting of Members in Halifax, presentations made on NAFR at Pre-retirement seminars, and the number of Management meetings. She also noted the excellent speakers who made presentations at General meetings in 2023. President Forest thanked Board members for their ongoing assistance in managing the Branch.

*MOTION: President Forest moved that the President's Report for 2023 be accepted as presented. Seconded by Norma Jeanne Lavoie. Motion carried.*

**PRESENTATION OF BRANCH RESERVES**

President Forest reviewed the updated Branch Reserves document detailing proposed Reserve spending from 2024 to 2028 and gave the rationale for increases to certain categories. A copy of the Reserves document is appended to these Minutes.

**PRESENTATION OF 2023 REVIEWED FINANCIAL REPORTS**

President Isabelle Forest advised that the Financial Statements for 2023 were recently reviewed and found acceptable by Linda Trenholm, who had been appointed at the last AGM to conduct this review. The Statements confirm total Assets of \$60,228.08, Liabilities of \$6,338.88, Reserves of \$34,500.00 and Unreserved funds of \$19,389.20. The statement showed 2022 earnings of -\$8,476.17. Copies of the Reviewed Financial Reports are appended to these minutes. There was some discussion on the sustainability

of current spending levels; President Forest noted that the Member cost for luncheons will likely increase in the Fall.

### **PRESENTATION OF PROPOSED BUDGET FOR 2024**

President Forest presented the Proposed Budget for 2024. The budget forecasts Total Revenues of \$24,967.00, Total Expenses of \$37,210.00 (Operating and Non-Operating), resulting in a deficit of \$12,243.00, with spending covered in part from Reserve funds.

*A Motion was made by President Forest that the Reviewed 2024 Financial Statements and the proposed Budget for 2024 be accepted as presented. Seconded by Gilles Lavoie. All voted in favour. Motion Carried.*

### **BRANCH BY-LAW 8.5 AMENDMENT: DEFINITION OF QUORUM**

President Forest reviewed the current definition of Quorum for Branch Annual, Special, and General meetings and outlined the rationale for amending it.

*A motion was made by President Forest to amend By-law 8.5 to read as follows: "At any Branch Annual, Special, or General Meeting, the quorum required to conduct business is two times the number of directors currently in office on the Branch Board of Directors plus one. Seconded by Louise Parker. All voted in favour. Motion carried.*

### **APPROVAL OF REVIEWER FOR 2024**

Branch Bylaws require that the reviewer of the Financial Statements for the next fiscal year be approved at the AGM.

*A Motion was made by President Forest to appoint Linda Trenholm as reviewer for the 2024 Financial Review. Seconded by Lise Bourque. All voted in favour. Motion Carried.*

### **PRESENTATION AND INSTALLATION OF 2023/2024 BOARD OF DIRECTORS**

Karen MacGregor, Nominations Committee chair, noted that two calls for nominations have been made. A third and final call for nominations from the floor was made; no additional names were put forward.

*Karen MacGregor made a motion that the following slate of officers be appointed to the 2024/2025 South East New Brunswick Branch #64 Board of Directors as follows:*

*President, Isabelle Forest  
1<sup>st</sup> Vice, Paul Belliveau  
2<sup>nd</sup> Vice, Eileen Whyte  
Secretary, Karen MacGregor*

*Directors, Lise Bourque  
Dorothy Burns  
Jack Dennahower  
Gilles Lavoie*

*Treasurer, Georges Marcoux*

*Norma Jeanne Lavoie  
Leonard LeBlanc  
Linda Lindsay  
Lyn MacNeill  
Don MacGregor  
Ross White*

*Seconded by Lise Bourque. All in favour. Motion carried.*

Karen MacGregor noted that the Treasurer position is filled by appointment by the Management Board. Georges Marcoux has volunteered to undertake the Treasurer position; he will be appointed at the April 8, 2024 Management meeting.

**ADJOURNMENT**

President Forest adjourned the meeting at 11:20 a.m.