

NAFR Bluewater Branch Board Meeting, September 25th, 2024

Minutes (draft)

Present: Doug Kerr, Murray Lester, Lawrie Lachapelle, Pat Mason, Bill Mason, Máirín Ring

Location: Cravin's, Sarnia

Agenda:

1. Approve agenda, Sept. 25th meeting
2. Approve minutes of previous meeting, July 17th
3. Future of branch: blast email update
4. Schedule for upcoming year
5. Regular reports: Treasurer report / Membership report / IT report
6. Events-schedule and planning
7. Other

1. *Agenda* – approved by all

2. *Minutes of July 17th meeting*, no changes, approved by all.

3. *Future of branch: blast email update.*

Blast email seeking volunteers for board positions was sent out on September 4th. No responses were received. It was agreed to appeal to any attendees at upcoming member meetings. It was noted that approval to dissolve the branch must be voted on at the AGM so the branch needs to continue to operate at least until the next AGM (Bylaw Sect. 11.1). It was also agreed to follow up the email with a print mail out to all members. Doug has agreed to do the printing of letters and envelopes. Bill has some stationary – if needed, more can be purchased. An 'envelope-stuffing' get together will be scheduled to complete this task.

4. *Schedule for upcoming year*

Meetings:

- It was agreed to reschedule the general meeting (previously planned for Oct. 9th) to February 19th next year. Lawrie suggested the topic of 'Fraud Prevention' which is the subject of an upcoming talk at the Strangway Centre. He will research a speaker on this subject. If this isn't successful, the earlier topic of 'Wills and Estates' can be used. Bill and Pat will research possible locations for this meeting.

- November 20th, Christmas lunch, location-Legion. Pat and Bill have reserved this date with a deposit cheque. Pat will find out meal cost and let Máirín know so that we can set a ticket price in line with NO guidelines. It was agreed to have entertainment. Murray will contact a group he knows to see if they are interested.
- April 16th, AGM, location-Legion. Pat and Bill agreed to contact the Legion to reserve date for AGM.

5. Regular reports: Treasurer report / Membership report / IT report

- Máirín provided the Bank Reconciliation Report and the latest bank statement (Aug. 31st). The previous discrepancy between the reports has been corrected by using a 'credit' to adjust for the cheque not deposited by Lambton Line Burgers. Bank balance is \$10,282. Finances are healthy.
- Bill indicated that membership numbers are steady, in the order of 515. He referenced the Sage item related to the initiative on restructuring – this is happening at a national level and could impact a small branch like Bluewater, but it's too early to know as the initiative is ongoing.
- Doug is keeping the website up to date; reminder to keep him in the loop for updates. He is also monitoring the branch email.

6. Events – schedule and planning – Covered under Item 4.

7. Other

- Doug received a letter from the Sarnia Legion inviting the branch to take part in the annual Poppy Campaign by purchasing and laying a wreath at the Cenotaph on Remembrance Day. It was agreed to purchase a wreath and make a \$100 donation to the Legion, as in previous years. Murray will ask Mike Hines if he will lay the wreath for our branch. Máirín will complete the form and forward it to the Legion.
- Board members welcomed Lawrie to the meeting. He has expressed interest in volunteering for the branch again. The board voted unanimously to appoint Lawrie to the Past President position for one year, per Sect.5.7 of the branch bylaws.
- Máirín noted that Lisa Lovis is the Branch Services Coordinator for our branch and several others in SW Ontario. The previous incumbent was Bruce Challis who regularly attended our general meetings. Lawrie suggested inviting Lisa to the Xmas luncheon – Máirín will contact her to invite her.

Meeting adjournment.

Minutes/M. Ring, October 2nd, 2024.