

**Branch Board Meeting Minutes  
Nick's Restaurant, Sarnia  
November 5, 2019**

Branch web site <https://www.federalretirees.ca/Bluewater>

Note: decision and action items are in ***bold italic***

**Present -**

President - Chris Hawksworth  
Treasurer - Diane Kerr  
Director of Membership - Bill Mason  
Outreach Coordinator - Pat Mason  
IT and Web Site Coordinator - Doug Kerr  
Member at Large. - Georgina MacIssac  
Secretary - Robert Jackson

**Regrets -**

Vice President - Earnie MacDougall  
Past President - Gloria Cayea  
Member at Large - Murray Lester  
Member at Large - Diana Wright

**President Chris Hawksworth** opened the meeting at 12:00 pm with the following agenda:

1. Welcome
2. Minutes from last Board meeting
3. Approval of minutes
4. Communication In/Out
5. Treasurer's Report
6. Membership Update
7. Advocacy update
8. New business arising
  - 50/50 draws at lunches/meetings - decision required
  - change to wording - Reserve Fund

9. You and Your Survivors workbook
10. November 20, 2019 lunch/meeting - Sarnia

Any other discussion from Members

***The Minutes of the September 4, 2019 were read and approved on a motion by Chris, seconded by Diane.***

**Bill** provided an update on the purchase of a public address (PA) system. Due to cost and logistical (storage, transport, maintenance) considerations the Branch will not proceed with the purchase of a PA system. Instead a PA system will be rented on an as-needed basis.

**Pat** reported that a e-mail blast for alerting members of the November 20, 2019 Christmas meeting had been prepared and was in the process of being issued. Pat and Chris also informed the meeting the Sarnia Legion was tentatively booked for February 19, 2020 since it is not available on February 20. ***Chris will ask Gloria to finalize the February 19 booking. In addition, Chris will advise Doug once the February speaker is chosen (for inclusion on our website).***

***Chris requested agenda items from the Board for the upcoming Ontario presidents meeting.*** Issues to consider could include training needs - particularly Branch Board training; membership recruitment and proposals for the National AGM agenda. Suggestions should be forwarded to Chris.

**Diane** presented the Treasurer's Report. Diane summarized our current balances, including reserve funding. Diane also stated National will allow Branches to establish a second contingency fund for training.

***Diane requested Board members provide their budget inputs and requests by no later than January 15, 2020.*** Diane

reminded the Board to consider all items, including things such as printer paper and cartridges; travel; postage; PO Box rental; caller appreciation and recognition; Christmas dinner flowers, and so on.

Discussion ensued concerning the proper reporting of the caller Tim Hortons cards traditionally given out during the Christmas meeting. ***Diane will check with HQ to confirm the proper line item.***

Following discussion ***Georgina made a motion seconded by Pat, that the charge to members for the November Christmas dinner will be five dollars (\$5). Motion carried.***

***A motion was made by Pat, seconded by Georgina, that a budget of \$300 be established for the purchase of Christmas flowers/decorations in support of the annual Christmas meeting. In addition, \$200 be set aside for this year's entertainment. Motion carried.***

**Bill** gave the membership update. National has now taken over all membership renewals. Bill will be contacting the Post Office to have our billing information changed to reflect our NAFR name. Bill advised that due to unforeseen circumstances our representative for this year's Remembrance Day ceremony is unavailable. ***Chris will represent the Branch at this year's parade and ceremony.*** Bill donated a Battle of the Atlantic poster to the Sarnia Legion and used the opportunity to provide NAFR promotional material for display there.

**Chris** updated the Board on Gloria's recent advocacy work during the past federal election. ***Chris will be using NAFR template letters to continue our advocacy by writing to the Branch's three local MPs, Marilyn Gladu, Ben Lobb and Lianne Rood.***

**Chris** advised in accordance with NAFR's charter, and provincial and municipal laws, the Branch can no longer raise funds through the use of 50/50 draws. ***After discussion it was agreed the Branch will not hold 50/50 draws.***

Pursuant to the September 4, 2019, Minutes, amended wording concerning the use of the Branch Reserve Funds was tabled for discussion and approval. The current version reads:

“That we allocate \$2000, the same amount as 2018, for the maintenance and eventual replacement of computer equipment (purchased in 2013) used for the business of the Branch. Further that the Branch Board be authorized to use this designate fund as required without further member authorization.”

The new statement reads:

“That we allocate \$2000, the same amount as 2018, for the purchase or replacement of computer and equipment used for the business of the Branch.

Further that the Branch Board be authorized to use this designate fund as required without further member authorization.”

Following discussion, ***the Board approved the new statement on a motion by Bob seconded by Pat. The new statement will be presented for membership approval at the Annual General Meeting, to be held in April 2020.***

The meeting adjourned at 2 pm on a motion by Diane, seconded by Bill.