



**BC 15 - Annual General Meeting and Recruitment Event Minutes
2024-Monday-March-25
Elder Citizens Recreation Assn Prince George BC
1692 – 10th Avenue
Lunch at 12:30 pm - AGM Meeting 1:00 pm**

President: Deb Nilsen
Vice President: Marian Muir
Treasurer: Rose Bowker
Secretary: Deb Tomlinson
Webmaster: Ben Wiebe

Webmaster: Cameron Sutherland
Director at Large: Eileen Leinweber
Historian: Rose Bowker
Membership: Deb Nilsen

Meeting called to order by: Deb Nilsen

Time: 1:00

Quorum: Yes, 30 attending (1 non-member).

PRESIDENT'S WELCOME

Member and Guest Introductions

- In-person round table introductions were done.
- DebN introduced Rick Devlieger, BSC, Regional, who is our Zoom Host along with Marian the VP of our Branch.
- Zoom attendees were introduced.

AGENDA

Additions or changes to Agenda: There were no changes or additions to the Agenda.

Motion to accept Agenda made by: Fred Archibald

Seconded: Jim Verth. Motion was carried.

PREVIOUS MINUTES - AGM – March 20, 2023

Review of previous AGM Mar 20, 2023, Minutes.

Errors or omissions: There were no errors or omissions noted.

Motion to approve the minutes of the March 20, 2023 AGM made by: Arlene Krueger

Seconded: Marilyn Hinton. Motion was carried.

PRESIDENT'S BRANCH REPORT

(See President's Report posted to Branch website for full details)

AMM:

-The 2024 AMM will take place from June 18-20 at the Hilton Lac-Leamy in Gatineau Quebec. The Branch President will attend, and we have provision in our reserves to send another person, either this year or next year, as succession planning for the Branch President role. Members from National Office, and branch presidents get together to discuss changes to Association regulations and bylaws.

District Information:

-The B.C./Yukon District Conference will be held again this year in Abbotsford May 6 to May 8. DebN, Rose, and DebT will possibly be attending.

- There will be a BC General Election this year so the focus will be on advocacy with the provincial MLA's.
- There has been discussion on the possibility of the Branches having a province wide Zoom meeting with provincial electorates so that NAFR can bring forward its priorities and seniors issues.
- We will let members know if this is going to take place and encourage our members to attend.

National Office:

- Focus will be on the June 2024 AMM.

Membership:

- There are 389 members in the Prince George Branch with around 200 being in the immediate Prince George area.
- Our Branch has applied for additional funding as we are hoping to travel to our outlying areas such as Smithers, Quesnel and Williams Lake. This would be to reach out to our members that are not able to attend our meetings to make contact and discuss issues that are pertinent to them. As well we would focus on recruitment in those areas by visiting any local federal public service offices.

Sage Report:

- Reports are consistently kept up in Sage. The spring issue for the PG15 Branch members contained an insert that featured a write up and pictures from our Oct 18, 2023 event that celebrated the 60th Anniversary of NAFR and the RCMP 150th Anniversary. A huge thank you to all the volunteers and members that attended the event. Our member, Stephen Hryciuk, provided RCMP posters and took care of the RCMP information table on behalf of the RCMP Retirees Association.
- We were very pleased with the attendance, which included the Mayor of PG and 3 councillors, a representative from a local MP office, employees from a local government office, and numerous potential members and Branch members.

Recruitment:

- Deb N. stated she was very happy to see so many members attending our meetings and we do have members attending by Zoom today. We have been working on making our meeting setup better as there have been past issues with volume quality for Zoom members.
- All members are encouraged to get the word out to any retired and current federal employees about our organization as much as possible.

VICE PRESIDENT'S REPORT

(See Vice Presidents Report posted to Branch website for full details)

- Marian reported that she has looked after booking meeting venues and operates the Zoom sessions at Branch meetings. She prepares the Branch calendar that is posted to our website, attends various webinars, as well as various other duties. Her main focus for the past 2 years has been the updates to the Branch by-laws which were voted on by Branch members at the 2023 AGM.
- Marian advised that the venue we have used for our Christmas luncheon for the past two years, D'Lanos Family Restaurant, is closing. Any suggestions from Branch members for a different venue would be very helpful.
- Marian spoke about a Zoom meeting she attended in Jan 2023 that introduced Oasis, the concept of which is to form a board that provides oversight in a specific senior community. The idea is to help seniors be able to remain in their home as long as they can by forming a natural occurring retirement community. This is done by facilitating formation of community in areas where there are groups of seniors such as apartment buildings and mobile home parks. This addresses issues such as loneliness, physical activity, and socialization.
- Marian attended a townhall meeting on Feb 16, 2024 with guest speaker being Isobel Mackenzie, the B.C. Seniors Advocate. This took place at ECRA and was hosted by the PGCOS. Marian summarized the

information that Isobel provided in her report that is titled: Resourceful & Resilient – Challenges Facing BCs Rural Seniors.

-The report focuses on the challenges that face seniors living in rural areas as opposed to those in urban areas. (Prince George is considered urban). These challenges relate to housing, long-term care, and accessing appropriate health care as they age.

-Information was provided on available assistance: In-home care assistance, for example, can be accessed through a program called [CSIL](#), while medical travel expenses assistance comes by way of [TAP](#) and [Hope Air](#). TAP can provide free B.C. ferries, airline discounts, VIA rail discounts. Hope Air arranges everything, including hotel and meal vouchers.

The report makes seven recommendations:

1. Develop and Implement a Rural Seniors Housing Strategy
2. Develop and Implement a Rural Health Human Resource Strategy
3. Develop and Implement Rural Seniors Home and Community Care Strategy
4. Develop and Implement a Provincial Long-Term Care and Assisted Living Plan Based on Equity Throughout the Province
5. Develop and Implement a Provincial Rural Transportation Strategy
6. Improve and Better Promote both the Provincial Travel Assistance Program (TAP) and Hope Air
7. Increase Rural Representation in Government through the creation of a Ministry or Minister of State for Rural B.C.

-This report can be accessed on-line and there is also a link to the report posted on our Branch website.

-Marian stressed the question we should ask ourselves, “What can we do to help?” This fall there will be a B.C. provincial election and possibly a federal election next year. Ask your candidate for specifics on what they are going to do to help seniors.

TREASURER/ADVOCACY REPORT

(Treasurer and Advocacy Report, Financial Statements and Budget are attached and posted to Branch website)

Reserves Based on 2023

-The Reserves Template, attached, for the year ending December 31, 2023, was presented.

RESERVES TEMPLATE

BRANCH **BC 15 – Prince George** For the year ending December 31, 2023 approved at March 4, 2024 Board Meeting

Name & Amount	Define (To be used for)	Timeline (To be used when)	Justify Amount (actual dollar = amount)	Use/Transfer authority
Special Events \$0	60 th Anniversary Tea	Used \$400 in 2023 (Oct 18)	Venue Rental \$195 Refreshments & supplies - \$282.44 Total \$477.44 The \$77.44 in excess of reserve is categorized as recruitment event expense	Board may use up to \$400 without additional approval

Recruitment & Communications \$1,200	Satellite Meetings to increase recruitment Smithers & Quesnel	By Dec 31, 2025 - Amend date to 2025	Venue Rental - \$100 Travel - \$600 Refreshments - \$500	Board may use up to \$1,200 per event without additional approval
Advocacy \$700	Federal or Provincial Election Town Halls	By Dec 31, 2025	Venue Rental - \$200 Refreshments - \$500	Board may use up to \$700 without additional approval
IT & Equipment \$1,000	Purchase IT Equipment	By Dec 31, 2026 Amend date to 2026	Laptop = \$900 Eq = \$100	Board may use up to \$1,000 without additional approval
Training & Succession Planning \$3,400	Send one Branch Observer to AMM	By Dec 31, 2025 Amend date to 2025	Travel - \$1,200+100=\$1,400 Meals & Accom - \$2,000	Board may use up to \$3,400 without additional approval

-Rose presented the Dec 31, 2023 Reserves Template which was approved at the March 4, 2024 Board meeting.

-The 2022 reserves were set at \$6,100. The Special Events amount of \$400 was used for the 60th Anniversary event leaving us with \$5,700.

-The 2023 allowable reserve amount for allocation was calculated at \$616.26. The reserve template was reviewed and justified by the board. \$600 in additional reserves were allocated for 2023 as follows:

- 1) Special Events Reserve - has been used up and there are no additional allocations
- 2) Recruitment & Communications Reserve - remains the same at \$1,200
- 3) Advocacy Reserve – an additional \$200 was allocated, for a total of \$700
- 4) IT & Equipment Reserve- an additional \$100 was allocated, for a total of \$1,000
- 5) Training & Succession Planning- an additional \$300 was allocated, for a total of \$3,400

Total reserves are now at \$6,300 as at Dec 31, 2023.

-The Recruitment and Communications Reserve is set aside for travel in order to reach out to branch members and promote recruitment. Plans are to use by the end of 2025.

-We hope to use the Advocacy Reserve during the upcoming provincial and federal elections.

-The IT & Equipment Reserve is set aside for the purchase of a new computer or other IT equipment as needed.

-The Training & Succession Planning is set aside to cover the cost of an observer to attend the AMM along with the President for succession planning and we hope to use by the end of 2025.

Dec 31, 2023 Annual Reviewed Financial Statements

-The Reviewed Financial Statements for the year ending December 31, 2023 were presented.

Statement of Balances: Branch net assets total \$8,918.76 with a corresponding total equity of the same amount. Reserved equity is \$6,300 and Unreserved Equity totals \$2,618.76. Amount in chequing account is \$5,215.42 and term deposits totalled \$3,078.00.

Statement of Earnings/Loss: Branch revenues totalled \$3,005.86; total operating expenses were \$2,910.66, for a net earnings of \$95.20 (before reserve spending). Reserve spending was \$400 used for the 60th Anniversary Event. Net earnings after reserve spending were \$-304.80.

Motion to accept the Dec 31, 2023 Reviewed Financial Statements showing total Branch revenues \$3,005.86; operating expenses \$2,910.66; earnings before reserve spending \$95.20; reserve spending of \$400.00 for net earnings after reserve spending of -\$304.80. Branch net assets total \$8,918.76, with a corresponding total equity of the same amount. Motion made by Rose.

Seconded by: Diane Froelich. Motion was carried.

Reviewers for Dec 31, 2024 Financial Statements

Reviewers for the Dec 31, 2023, Financial Statements were Billie Sherwin and Kim Usipuik.

Motion to approve Billie and Kim for the 2024 review of the Branch financial records made by Rose.

Seconded by Nicole Laferiere. Motion was carried.

2024 Budget Forecast

Rose presented the proposed Budget for 2024.

-The Budget forecast for the year 2024 shows revenues of \$3,040.00 with corresponding expenses for the same amount, resulting in net earnings/loss being \$0.00. Rose reviewed budget line by line. The Christmas/Volunteer Event represents the \$10 portion the Branch can allot per member annually in order to maintain its non-profit status.

Motion to approve the 2024 budget showing revenues of \$3,040 with operating expenses of \$3,040: net earnings/loss of \$0 made by Kim Usipuik

Seconded by Sherrin Lipinski. Motion was carried.

Advocacy

Rose reported on the 2023 advocacy work done.

-Our key priorities remain retirement income security; national seniors strategy; veteran well-being; and pharmacare. A letter campaign was initiated by National Office on Sept 18, 2023 and we thank all who participated.

-For National Public Service Week June 11-17, our Branch took the opportunity to recognize current federal employees for their service to Canadians.

We issued the following:

-Sent "Thank you for serving Canada and Canadians - Celebrating 60 years of achievements together" posters in an email message to federal employers on June 8, 2023 asking them to distribute our message during NPSW. This poster also highlighted membership awareness, our local branch and was circulated to 14 federal departments and one union for their facebook page. Four RCMP division packages also included our personalized RCMP 150th poster.

-Information packages and "MERCI" chocolates were distributed to 15 federal offices for NPSW by Cameron (RCMP), Deb T and Rose the balance of the offices.

The NPSW campaign is considered an annual event for our branch. If anyone has any suggestions for future events, please let us know.

-On October 18, 2023, our Branch hosted a Coffee and Snacks event to celebrate our **Association's 60 years of service and to honour the RCMP 150th anniversary** as well. The event took place at the Prince George & District Senior Citizens Activity Centre Society from 10 am until noon.

-A welcome table for attendees to sign in; a power point presentation; historical photos and album; NAFR information table with swag; and an RCMP related information table were set up to compliment the beverage and snacks area.

-Stephen Hryciuk provided RCMP posters for the event and took care of the RCMP information table on behalf of the RCMP Retirees association. Marian adapted the power point presentation from the Federal Retirees 60th

toolkit to include an RCMP 150th poster, the NAFR Veterans Week poster, and the Federal Retirees History at a glance 2-page poster. This power point ran continuously during the event.

-Our Branch President, Deb Nilsen, welcomed those in attendance and spoke of the history and priorities of our Association. Afterwards, a representative from a local MP's office presented Deb with a certificate acknowledging the achievement of 60 years of volunteer work by members of our association.

A huge thank you to the volunteers and attendees.

DIRECTOR REPORTS

Historian Report: Rose Bowker

(Historian Report is attached and posted to Branch website)

-The Historian Report is included in Agenda/Minutes package. It is basically a summary of the activities of the Branch for the 2023 year. The report notes the directors elected for that year, the financial position of the Branch, dates of the Branch member and executive meetings, and details of any committees. The report touches on the Branch website, Branch initiatives, and membership.

Web Report: Ben Wiebe/Cameron Sutherland

-Ben reported that one of the things they have been working on is improving our online abilities so that members attending by Zoom can hear us better. There have been issues in the past.

-The meeting documentation provided will be posted to the Branch website and minutes from this AGM should be available in a couple weeks.

Seniors Liaison Report: Marilyn Hinton

-DebN introduced Marilyn Hinton as our new Seniors Liaison with the PGCOS (Prince George Council of Seniors).

-The PGCOS has a new executive director, Malhar Kendakar.

-A huge issue in Prince George right now is housing for seniors who want to live on their own while using those supports put in place to make that happen. The average rent is \$1500.00 which is out of reach for many seniors.

-The Parkinsons group belongs to the PGCOS and meets on 3rd Saturday of each month at 1:00 pm at the Spruce Capital Seniors Centre at 3701 Rainbow Drive to share information and support. It is a relaxed atmosphere with friendly, understanding people with various degrees of Parkinsons symptoms from mild to severe. The Parkinsons Support Group provides very popular group physiotherapy sessions specifically set up for everyone to participate at their personal level with a trained physiotherapist.

-Lymphedema is an auto immune condition that causes severe swelling of one or more of a limb. Various issues can trigger an attack. Some people acquire lymphedema after cancer treatments that affect the lymph system. While there is no cure, tight fitting garments can be fitted to help control the swelling. Lymphedema garments are costly and need replacing several times a year. Our local Prince George Lymphedema group has set up a Lymphedema Garment Fund under the umbrella of Spirit of the North. This May 9, on Spirit Day, donations can be phoned in and designated for the Fund. Your donation will allow another person to enjoy increased mobility with their affected limb safely encased.

-Hours to reach the PGCOS at 250-564-5888 are 9-3. Should you have questions, Marilyn can be reached at home at 250-962-8967.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

Dates for 2024 General Meetings: June 24th, September 23rd, December 16th

Election of 2024 Executive:

-Marilyn Hinton was appointed as chair of the nominations committee. The role is to assist with the nomination and elections of eligible Branch members to available positions on the Branch executive and to present to the Branch AGM a list of eligible candidates.

By-law 5.1.1 requires a minimum of three (3) and no more than seven (7) members.

There are 4 director positions up for election by our members at the March 25, 2024, AGM. After election, they will be appointed to Board positions. Members are elected to the Branch executive for a term of two years.

Nominations from nomination representative – Marilyn Hinton:

There were 4 member nominations willing to stand received by the nomination committee. They are as follows:

Deb Nilsen
Deb Tomlinson
Diane Froelich
Kim Usipuik

Nominations from the floor:

-Marilyn asked 3 times for nominations from the floor. There were no further nominations put forward and nominations were closed.

The four nominations received by the nominations committee have been elected by acclamation.

-Ben Wiebe and Eileen Leinweber, although not standing for a board position at this time are willing to volunteer their help when they can, and we thank them for their past work.

New Board of Directors:

-The directors for 2024 will be Rose Bowker, Diane Froelich, Marian Muir, Deb Nilsen, Cameron Sutherland, Deb Tomlinson and Kim Usipuik.

The new board of directors will meet at a separate meeting as determined to assign positions for the upcoming year.

MEETING ADJOURNED: 1:51 adjourned.

ADDITIONAL INFORMATION FOR MEMBERS

National Association of Federal Retirees Website: www.federalretirees.ca

Branch Email: princegeorgebranch@federalretirees.ca