

**Minutes - Executive Committee Meeting  
Duncan and District Branch - National Association of Federal Retirees  
Held at the Crofton Senior Centre  
On Thursday 11<sup>th</sup> April 2019**

Present: Drew Bodaly, Paul Chmielewski, Bronwen Cossey, George Cossey, Dee Dohm, Karin Laurie, Gino Wessan

Regrets: Val Cretney, Kathy Pringle, Mary Rimek

Meeting was called to order by George Cossey at 9:55 am

1. Previous Minutes:  
M/S/C (Dee/Paul) that the Minutes of the meeting of 3<sup>rd</sup> January 2018 be accepted as distributed.
2. **Reports:**
  - 2.1 Treasurer's Report:  
Gino has agreed to take over responsibilities as Treasurer and Bronwen has agreed to be Assistant Treasurer. Both received some online training with Paula at National Office.  
The 2018 financial statements have been completed and successfully reviewed. Several new procedures have been put in place to aid in making entries in CRM and for the annual review.  
Bronwen and George have made an attempt at preparing the budget for 2019 which will be presented for approval at the AGM.
- 3.0 **Committee Reports:**
  - 3.1 Membership:  
974 members at this time.
  - 3.2 Member Services:  
SSI: Betty Ball passed away 20<sup>th</sup> February 219.  
  
VI: Nothing to report
  - 3.3 Programme Coordinator:  
Dee advised that we would have the same menu for the AGM on 25<sup>th</sup> April as last year – choice of chicken or salmon. There is no charge to members for members and \$10 for non-members.  
Claire Wessan contacted Dee to advise that Bruce Wilkinson from the Cowichan Hospital Auxiliary would like to speak at the AGM and Dee has contacted him and he will join us for lunch and speak to the members.  
Dee has been looking for appropriate places for our summer picnic/luncheon without much success. It was suggested that we could have our event at the Cowichan Lawn Bowling Club – this will be presented to AGM for comment. Lunch could be a BBQ or sandwiches and salads similar to last year. George and Bronwen will coordinate with the club and discuss with Dee.
  - 3.4 Communication/Websites:  
Bronwen has been updating the website as necessary.
  - 3.5 Sage Magazine/Branch Reports:  
No submission was sent for the summer edition as no decision has been made about a summer picnic.
- 4.0 **Old Business:**
  - 4.1 Executive Positions for 2019:  
At the AGM, the following nominations will be put forward:  
Paul – President  
Kathy – 1<sup>st</sup> Vice President  
Gino – Treasurer  
Bronwen - Secretary  
George – Membership and Advocacy  
Karin – HBO  
Dee – Programme Coordinator

Mary – Telephone Committee

Drew – SSI representative

We still need someone for the website and members at large.

Karin noted that she thinks that Rick Devlieger will likely be back on our Executive once his term as BSI is over. George will follow up with Rick.

4.2 Aging Well – Expo – October 2019:

There will be another 'Aging Well Seniors Expo' scheduled to be held at the Island Savings Centre in Duncan on Friday 18<sup>th</sup> October 2019. We assume that the cost to the Branch for a table at this event will be \$50 and we will need volunteers to staff this table from 10 am to 5 pm. Bronwen and George will be away from early October until mid- December and Paul and Dee volunteered to organize and manage the event on behalf of the Branch. We have lots of supplies on hand but may need to renew any materials with current rates, etc. Paul and Dee will coordinate.

5.0 **New Business:**

5.1 Resolutions:

The resolutions have been viewed online and George noted that his only issue is with the fee increase ties to our annual pension increase.

Drew noted his concerns about the resolutions concerning; impairment and there was a general discussion about the different types of impairment (alcohol, drugs, mental incapacity, etc.): and preferred partners – it was noted that, in turn for advertising and providing discounts to members, the national preferred partners do support the association financially. It was generally agreed that as long as the preferred partner provide appropriate benefits for members, it is acceptable.

George will discuss the resolutions at the Chilliwack District meeting to gauge their concerns and support.

5.2 Seniors Health and Safety Pop-Ups:

George noted that the Cowichan Seniors Community Foundation have been doing pop-up days in various local communities. The one planned for Shawnigan Lake was cancelled due to bad weather. George did attend one in Crofton and although attendance was low, he engaged with several people getting our message out about financial security for all seniors. He printed a flyer about issues involving seniors in preparation for the upcoming federal election. George hopes that the branch can attend more of these events to talk to seniors about our organization and our goals.

5.3 District Meeting In Chillwack:

Dates are 23 – 25<sup>th</sup> May and Gino and Bronwen will be attending the Treasurer training and George will be going as (Past) President and for Advocacy as Paul will be away Gino noted that he may not be able to attend due to some family commitments.

5.4 Advocacy:

George was present at a Zoom (online) discussion with other BC branches led by Leslie Gaudette, Advocacy Program Officer for BC. This was in preparation for the upcoming federal election and George will discuss this at the upcoming AGM.

5.5 Reserves and Surpluses:

George spoke about the NO discussion on branch finances. He noted that a reserve should not be treated as a 'slush fund' or a way to hide branch finances. The amounts held in reserves should be used for the purpose of the reserve on a fairly regular basis to avoid putting our 'Not for Profit' status at risk. George suggested that we turn over some of the money being held in the Defence of Benefits reserve to NO for their ongoing action. It was generally agreed that we could send \$2,000 a year if we do not use this fund. It was noted that we do have \$2,000 set aside under Advocacy for expenses relating to federal and provincial elections. Anyone attending a meeting on behalf of the branch may claim expenses relating to their attendance.

5.6 Telephone Calls to Members:

Bronwen has revised the phone script and prepared lists of members to be called based on where they reside. Una Stratham will call those on her list of members without email addresses. Mary Rimek has provided her list of those she normally calls and her 'Do Not Call' list. She will be away for the next couple of weeks so the names on her list will be added to those to be called by the Executive. The lists were handed out to those in attendance and it is hoped that as many members as possible can be contacted before the AGM. Any comments and changes to members' contact information or preferences, etc. should be forwarded to Bronwen and George to update CRM

5.7 Other Business:

- Travel: It was noted that we should have more than one representative at AMM each year. It is always useful to have a second person to hear the discussions even if they have no voting rights. M/S/C (Karin/Dee) that we should set aside funds in the annual budget to send the president and an observer to the AMM each year from this branch.
- Executive travel expenses: It was noted that, in the past, the executive claimed for mileage to attend the executive and general meetings which they attend. The executive was encouraged to submit a claim for the travel to meetings attended in 2018. The mileage rate for BC in 2018 was 51.5 cents per km. Travel Expense Claim forms can be found on the NO website under My Documents after you sign in to Volunteer Login at the bottom of the main page.
- AGM Greeter: Gino will be the greeter at the door and will ask for assistance if needed.
- Executive Meeting times: Drew noted issues with the timetable and timeliness of the ferry from SSI. He will check for the latest schedule and, as the times of the meetings are fluid, we can change them to meet the expected times of the ferry. Following the meeting Drew noted that he can probably be at the Crofton Senior Centre by either 9 am or 10:15 am.

6.0 Motion to adjourn: Meeting adjourned at 11:25 am.

Bronwen Cossey, Secretary

Next meeting: Time **9 am on Thursday 4th July 2019 at the Crofton Senior Centre.**