



Federal Superannuates National Association (FSNA)
Algonquin Valley Branch (AVB)
P.O. Box 1930, Deep River, Ontario, KOJ 1PO

Minutes of the AVB Annual General Meeting (AGM)
held in the General Paul Manson Royal Canadian Legion Hall (Branch 436)
436 McElligott Drive, Deep River, Ontario
on Sunday, May 6, 2012, at 13:00 hours

Branch President Barrie Hallett welcomed everyone to the afternoon's proceedings at 13:00 pm. Lunch was served, and was followed at 13:40 pm by a thought-provoking presentation on Security for Seniors by Constable Marek Brela of the Deep River Police Service.

1. CALL TO ORDER:

Branch President Barrie Hallett called the AGM to order at 14:30 pm.

2. ATTENDANCE, QUORUM:

In attendance were:

Seven members of the AVB Executive Committee:

President: Barrie Hallett
Vice-President: Paul Ballantyne
Treasurer: Frank Smith
Membership Chair: Tom Alburger
Directors: Lawrence Lupton
Ken Philipose
Michael Stephens

32 Branch members (names taken from sign-in log):

Elinor Andrews
Irvin Andrews
Kenneth Baird
Alice Ballantyne
Candace Bishop
Jeff Bishop

Pamela Charron
Judith Cloutier
Georges Cloutier
Audrey Elliott
Ricki Everett
Joan Hallett
Marcel Heming
Al Herriot
Fenella Lane
Edward Lapa
Isabel Lapa
Catherine Lupton
Heather Martin
JLG Martin
Suzanne Martin
Ursula Matchett
Lorne Milani
E Pettit
Ken Serdula
Ann Serdula
Pravin Shah
Jashoda Shah
Barbara Stephens
Sham Sunder
Kenneth Whitlock
Verlie Whitlock

one non-member:
Gerry Smith

Jules Arbour, FNSA Regional Services Officer.

There being more than 25 Branch members present, Barrie declared that the meeting quorum requirement was met.

3. INTRODUCTIONS AND OPENING REMARKS – Branch President:

Barrie introduced the members of the past year's Branch Executive Committee to the general members attending.

4. ADDITIONS TO THE AGENDA:

Barrie invited additions to the agenda. Ken Philipose suggested a discussion of new additions to the activities of the Branch, which Barrie indicated would be covered under agenda item 9.

5. APPROVAL OF THE MINUTES OF THE BRANCH AGM MEETING HELD ON MAY 1, 2011:

Barrie asked for any errors and omissions to the 2011 AGM Minutes. There being none, he called for acceptance of the Minutes - which was moved by Irvin Andrews, seconded by Ricki Everett, and carried.

6. REPORTS FROM THE BRANCH BOARD OF DIRECTORS:

President - Highlights of the past year

Barrie reported that the Branch picnic last summer at the Petawawa marina was successful, with over 100 people attending. Barrie noted that Frank Smith did most of the work and thanked him for his efforts.

The Branch had made significant donations from accumulating Branch funds to the purchase of an MRI unit for the Pembroke General Hospital (so FSNA members and other residents in the AVB area wouldn't always have to go to Ottawa for MRI's), and to the Salvation Army in Pembroke (to give a better Christmas to disadvantaged children in the AVB area). Pravin Shah expressed satisfaction that the MRI donation had been made.

A dinner had been held to recognize past members of the Branch Executive Committee, several of whom had served for many years.

Barrie had attended the 2011 FSNA AGM in Ottawa. Mainly administrative matters were discussed.

Three people had joined the Branch Executive Committee during the year: Lawrence Lupton, Ken Philipose, and Michael Stephens.

Membership Chair - Membership

Tom Alburger's report was circulated to attendees, and will be attached to the file copy of these Minutes (Attachment 1). Tom noted that as of the day before the meeting, Branch membership stood at 2321 members, an increase of 24 over last year, even though 29 had just been deleted for non-payment of dues. About 28% of members lived in Pembroke, 25 % in Deep River, 18% in Petawawa, and the remaining 29 % in the rest of the area covered by the AVB.

Tom called for acceptance of his report - which was seconded by Al Herriot and carried.

Treasurer – Finances

Frank Smith's AVB Financial Statement for 2011 and AVB Balance Sheet at the end of 2011 (see Attachment 2) were circulated to attendees.

In response to questions on the Financial Statement, Frank said that an expiring GIC had been cashed and replaced with a new one. The increase in reported income from dues from \$15.4k to \$21.3k was simply due to the timing of the quarterly cheques the Branch received from the National Office. The increase of the cost of the AGM from \$480 in 2010 to \$2249 in 2011 was mainly due to advertising in local newspapers (instead of by poster) to try to improve attendance (which was better this year).

In response to questions on the Balance Sheet, Frank said that the "Per capita owed NO" entry referred to the amount that the Branch owed to the National Office from the total payment of members dues that the Branch had received.

Barrie noted that an independent Branch member outside the Executive Committee had reviewed the financial statements and found them accurate.

Frank called for acceptance of his report - which was seconded by Pravin Shah, and carried.

Questions and Clarifications with regards to the reports

(see above)

7. BUSINESS ARISING FROM THE MINUTES AND REPORTS

Jeff Bishop asked that Branch members have an opportunity to review the Branch manual. **ACTION: Barrie** undertook to circulate the Branch manual to members who requested it.

8. NEW BUSINESS

Barrie noted that the Canada Non-For-Profit (NFP) Corporations Act had come into effect on October 17, 2011. The FSNA must review and align its Letters Patent, Objects, and By-laws to the NFP Act by Oct 17, 2014. Changes would be necessary in several aspects of the functioning of the FSNA, including classes of membership, how changes to the organization are proposed and approved, how the National Board of Directors (NBOD) is managed, how the AGM is run, the interface between the NBOD and the Branches, and the functions and degree of financial and legal independence of the Branches. Barrie and Michael Stephens would be involved in the review process on behalf of the AVB. Jules Arbour, FNSA Regional Services Officer, noted that the NBOD was concerned that the FSNA national accounts don't reflect all the funds being held by the Branches. A few Branches are currently separately incorporated (hence legally independent), some have accumulated large

sums, and some had allocated funds to scholarships and trust funds that were not for the direct benefit of FSNA members.

Barrie noted that Paul Ballantyne and he would be attending the FSNA AGM in June.

9. FUTURE ACTIVITIES, BRANCH AND ASSOCIATION

Barrie noted that the “changing of the guard” in the Branch Executive Committee was continuing. One goal had been improving Branch contact with AECL, and Barrie was pleased that Lawrence Lupton had taken on that role.

The Branch still sought to improve its contacts with CFB Petawawa and seniors’ organizations in the AVB area. Paul Ballantyne and Lawrence Lupton had taken first steps towards the latter by contacting seniors’ groups in Petawawa and Pembroke. The Branch needed a better communications strategy and methods. Use of any approach other than posters is expensive. An editor was needed for the quarterly Branch report. The Branch needed a website, either via the National Office or a stand-alone site. It would be helpful to have someone with Information Technology expertise to set up a Twitter link.

The Executive Committee was looking for volunteers to devote time to projects to implement these ideas.

Sham Sunder suggested that FSNA and the Branch should defend the pensions of all retirees, not only those of federal public servants. Barrie responded that the FSNA mandate was very clear: to defend the interests of federal retirees. Other groups needed support, too, but that was outside the FSNA’s reason for being.

10. ELECTIONS

Barrie conducted the election of Branch Executive for 2012 by introducing the following slate of candidates:

President – Barrie Hallett, who was prepared to serve for one final year

Vice-President – Paul Ballantyne

Treasurer – Frank Smith

Membership – Tom Alburger

Secretary – Michael Stephens

Directors – Lawrence Lupton and Ken Philipose

There being no nominations or volunteers from the floor, the slate as presented were acclaimed, and Barrie declared the election closed.

Questions were raised about the election process including the establishment of the proposed slate. Barrie stressed that there had been numerous requests for volunteers to help the branch and even join the Executive Committee. Any and all volunteers were welcome to join the Executive Committee and help with branch work. A commitment was made that the election process including establishing and presentation of a new slate will be reviewed and formalized for use at the next AGM.

11. ADJOURNMENT

Joan Hallett moved to adjourn the meeting. This was seconded by Irvin Andrews, and the AGM was concluded at 15:40 pm.

President: Barrie Hallett _____

Secretary: Michael Stephens _____

Attachment 1

**FSNA AVB Membership Report
Calendar Year 2011
Tom Alburger, Membership Chair**

I maintain the branch's membership records, using FSNA's online database system. Over 87% of memberships have dues deducted monthly from pensions, and all members are encouraged to do so. The rest pay the branch annually, and I prepare and mail renewal notices, receive and record payments, and sent new membership cards. This process extends over seven months, from October of one year to April of the next. I am also responsible, when notified by members, for recording address changes, deaths and transfers of memberships to a spouse, as well as reminding members who haven't paid dues by Dec. 31st.

As usual, Digital Copy Service in Deep River produced individually addressed notices folded and inserted into addressed envelopes from information I provided from the online database. As was done in previous years, an application for dues deduction from pensions appeared on the back of each notice. More members take advantage of this easier payment method each year, reducing my work load slightly, and lessening branch postage costs. By February 2011, just 32 memberships remained unpaid. Reminder letters were sent to these members. Any remaining unpaid memberships after April 30 were cancelled

As was done previously, our treasurer, Frank Smith, bought several rolls of postage stamps before the increase in rates. Our president, Barrie Hallett, and the treasurer go away each winter and spring. I took their place during this period, by depositing cheques and paying bills.

The statistics below show a steady increase in memberships, resulting from recruitment drives at the National Office, and our own branch's recruitment of associate memberships at CFB Petawawa. We continued to give out a few free associate memberships at little cost to our branch.

Membership Categories	<u>2010-12-20</u>	<u>2011-11-27</u>
Double memberships (couples)	796	806
Single Memberships	736	726
Associate (not retired) Memberships	15	29
Regular (retired) Memberships	1519	1532
Annually-paid memberships	283	204
Pension deduction memberships	1237	1340
Active memberships	1535	1561
Active members	2328	2367

Note that the last row of the table above is a count of individual retired members. Except for single and associate memberships, statistics for member*ships* may include couples and individuals.

Attachment 2

AVB Financial Reports for 2011

AVB Financial Statement for Calendar Year 2011



2011 YE Financial
statement.pdf

AVB Balance Sheet as of December 31, 2011



2011 YE ASSETS.pdf