



Federal Superannuates National Association (FSNA)
Algonquin Valley Branch (AVB)

Minutes of the
AVB Annual General Meeting (AGM)
Royal Canadian Legion Hall, 50 McElligott Drive
Deep River, Ontario
Sunday, February 23, 2014

At 1 pm, Branch President Paul Ballantyne welcomed everyone to the afternoon's proceedings. Lunch was served, the AGM was held, and then Lynn Brownrigg of Johnson Inc. gave an interactive presentation on "The Ins and Outs of Using MEDOC Travel Insurance".

Annual General Meeting

1. Welcome and Introductions

President Paul Ballantyne called the AGM to order at 2 pm.

2. Establish Quorum

In attendance were seven members of the AVB Board of Directors (BOD):

President: Paul Ballantyne

Past President: Barrie Hallett

Treasurer: Judith Cloutier

Secretary: Michael Stephens

Director: John Allen

Director: Art Plume

Director: Sham Sunder,

the Regional Services Officer for Ottawa-St.Lawrence-Nunavut: Greville Price,

and 22 Branch members and guests (names taken from guest book):

Curley and Elinor Andrews

Alice Ballantyne

Miriam Barry

Al and Hazel Herriot



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Darlene and Dave Krueger

Heather Martin

Malay Pandit

Pravin and Jeshodi Shah

Barb Shaw

Barbara Stephens

Mike and Melanie Theil

Rose and Terry Trottier

Peter and Pat Wegner

Ken and Verlie Whitlock.

There being more than 25 Branch members (including the BOD) present, Paul declared that the meeting quorum requirement was met.

3. Approval of the Agenda

Paul invited additions to the proposed agenda. None were proposed. As moved by Art Plume and seconded by Pravin Shaw, the proposed agenda was adopted.

4. Approval of 2013 AGM minutes

Paul invited comments on the minutes of the last AVB AGM, held at the Royal Canadian Legion Hall, Petawawa, on February 24, 2013. None were proposed. As moved by Darlene Krueger and seconded by Curly Andrews, the minutes were approved.

5. Business arising from the minutes

There were no follow-up actions from the last AGM.

6. Reports

a. President

Paul noted the main roles of a branch are to:

- keep members informed,
- provide assistance to members, and
- link members to the National Association.



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The keys to branch success are sufficient active volunteers (some as executive members) who support branch committees, branch activities and fellow members.

He noted the continuing core role of FSNA was to protect our pensions and benefits. They are based on legislation, and the Government can seek to change them because of:

- Budgetary pressures (due to low interest rates)
- They are defined benefits (unfunded budgets)
- Health care pressures (expensive drugs)
- Demographics (more seniors - living longer).

He noted recent successes of our branch:

- Expanded executive membership
- Enhancement of our branch report
- Outreach activities (SCAN at Garrison Petawawa, and booths at Petawawa Showcase and Deep River Craft Fair)
- The launch of the AVB website (www.fsnaalgonquinvalley.com),

and the current challenges faced by the branch:

- Need for more volunteers to help organize and run activities
- Need to enhance the branch program
- Need for stronger outreach (to potential members, politicians)
- An ambitious 2014 branch budget to execute.

b. Membership

Paul presented the membership report (Attachment 1) on behalf of Membership Secretary Leo Buckley. He noted that AVB membership is trending towards a stable figure of nearly 2400 members. In a discussion of raising the branch's profile with future retirees at Garrison Petawawa and AECL, it was suggested that the branch should place articles in the Petawawa Post and North Renfrew Times.

c. Treasurer

Treasurer Judith Cloutier presented the AVB Income Statement for 2013 and Budget for 2014 (Attachment 2), and Balance Sheet at the end of



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2012 and 2013 (Attachment 3). A deficit budget was planned for 2014 to put to use some of the funds the branch had accumulated in recent years when insufficient volunteer effort had been available to carry out a larger program of activities. As moved by Art Plume and seconded by Darlene Krueger, the Treasurer's report was accepted.

7. New business (Questions)

No new business was introduced.

8. Vision for the future

Paul introduced the elements of the proposed expansion of branch activities in 2014 that had been discussed by the BOD:

- Communications between the BOD and branch members would be accelerated through the new branch website and the associated group email management capability, and the quarterly Branch Report would be expanded with more useful information for members.
- The program of branch activities would be expanded with coffee mornings, talks, and workshops (e.g., on using the Survivor's workbook, and on estate planning).

Paul emphasized that the ability to run more branch activities depended on more members getting involved in organizing and running them.

9. Election of officers

Past President Barrie Hallett had chaired the Nominating Committee for the incoming branch BOD. The following members had indicated that they were willing to stand for the following positions:

President – Paul Ballantyne

Vice-President – Ken Philipose

Treasurer – Judith Cloutier

Secretary – Michael Stephens

Membership Secretary – Leo Buckley

Director – John Allen



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Director – Ken McDonald

Director – Art Plume

Director – Sham Sunder

Barrie called for additional nominations; none were forthcoming. Barrie asked for volunteers interested in joining the BOD, and Darlene Krueger indicated that she would be willing to join the BOD. Barrie closed the nomination process and declared the slate to be selected by acclamation. Barrie remains the immediate Past President.

10. Adjournment

Paul adjourned the AGM at 2:45 pm.

President: Paul Ballantyne

Minutes drafted by Michael Stephens, Secretary

The AGM was followed by the interactive presentation on, “The Ins and Outs of Using MEDOC travel insurance” by Lynn Brownrigg of Johnson Inc.

In introducing the speaker, Paul Ballantyne noted the following points about MEDOC:

- Includes emergency medical and travel insurance
- Available exclusively to FSNA members at preferential group rates
- Provides coverage for out-of-province/territory/Canada travel



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- Coordinated with Public Service Health Care Plan (PSHCP) and provincial health insurance plans
- Provides comprehensive year round coverage – not just for one trip.



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Attachment 1

FSNA AVB Membership Report for Calendar Year 2013

The Algonquin Valley Branch membership records are maintained using the FSNA online database system. Below are the member statistics for the last several years showing the membership is trending towards a stable figure of nearly 2400 members.

Membership Statistics 2007-2013

Year	Members
2007	1945
2008	2028
2009	2240
2010	2262
2011	2434
2012	2365
2013	2388

In 2013, there were 23 members who died, cancelled their membership or transferred their membership to other FSNA branches. Of the present Algonquin Valley Branch members, 70.2% are from the Public Service, 28.8% are from the Canadian Forces and the remaining 1% came from the RCMP and Federal Judges. Another look statistically at the membership shows 28.4% live in the Deep River/Chalk River area; 26.6% live in Pembroke; 17.8% live in Petawawa; 22.1% reside in and around Renfrew, Cobden, Eganville, Golden Lake, Westmeath and other areas of Renfrew County. The remainder of the members (5.1%) live outside Renfrew County.

In 2013 roughly 91% of membership dues were deducted monthly directly from pensions; the rest of the dues are paid annually by cheque, cash or credit card. Renewal notices are sent out in the fall with a recommendation to convert from annual payment to direct deduction from pension. The application form included with the renewal notice allows members to take advantage of the easier payment method. A direct deduction from pensions reduces the work load and lessens branch costs associated with printing and mailing of the annual renewal and reminder forms.

By December 2013, 50 out of 220 of the annual membership dues for 2014 were outstanding. Reminders were sent out to the delinquent members. Unpaid memberships will be cancelled after the grace period ends April 30, 2014. Cancelled members may rejoin later; they will be included in the next National Office recruitment drive.

I wish to acknowledge the untiring and dedicated efforts of Tom Alburger, who served as Membership Secretary for 10 years, turning over his duties in September 2013.

Respectfully submitted by Leo Buckley



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Attachment 2

**FSNA Algonquin Valley Branch
Income Statement 2013 & Budget 2014**

Revenues	Budget 2013	Actuals 2013	Budget 2014
Dues	\$ 16,000	\$ 16,217	\$ 16,000
Interest	500	550	500
Total revenues	\$ 16,500	\$ 16,767	\$ 16,500
Expenses			
Accrual - WEB page design	\$ -	\$ 1,500	\$ -
AGM	-	1,567	2,000
Bank charges	5	163	150
Branch Meeting Expenses	3,000	168	500
Communications - On Guard	-	-	1,000
Phone/ Internet	600	470	1,800
Pins /Promotions	650	1,114	2,200
Programs	-	-	3,000
Regional/ National Meeting Exp.	3,000	2,921	5,000
Social Gatherings	3,000	3,902	3,700
Stationary/ Supplies	1,800	593	1,000
Travel on branch business	1,500	1,830	2,000
Miscellaneous	1,600	764	200
Total expenses	\$ 15,155	\$ 14,992	\$ 22,550
OPERATING SURPLUS	\$ 1,345	\$ 1,775	\$ (6,050)



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Attachment 3

FSNA Algonquin Valley Branch (ON33)

Balance Sheet

Current assets	YE 2012	YE 2013	Comments
Cash - Bank account	\$ 14,633	\$ 18,569	
GIC #1	\$ 20,500	\$ 20,950	Due Jun 2014
GIC #2 *	\$ 15,712	\$ 15,712	Due Jan 2015
GIC #3	\$ 20,000	\$ 20,075	Due Dec 2016
Equipment	\$ -	\$ -	Older eqpt
Total assets	\$ 70,845	\$ 75,306	
Current liabilities			
Accrual - Per Capita owed NO	\$ -	\$ 3,380	
Accrual - Web Page fee	\$ -	\$ 1,500	
Outstanding Cheques	\$ -	\$ 660	
Total liabilities	\$ -	\$ 5,540	
Members' Equity	\$ 70,845	\$ 69,766	

* YE 2012 GIC value reported as \$15,912 in error.