

**DRAFT Minutes of the
Annual Meeting of the Algonquin Valley Branch
Held at the Royal Canadian Legion Hall, Pembroke, ON
On Thursday, April 11, 2019**

Branch Annual Meeting (BAM)

At noon, Branch President Michael Stephens welcomed everyone to the day's proceedings. Lunch was served and then the Algonquin Valley Branch Annual Meeting was held, followed by a presentation on "Advocacy" given by Nancy Gleason, Advocacy Program Officer for Ontario.

Michael Stephens called the BAM to order at 12:50 pm and introduced the members of the AVB Executive for 2018/2019:

Present:

President - Michael Stephens
Secretary - Ela McDonald
Membership Secretary - Leo Buckley
Treasurer - Judith Cloutier
Past-President - Paul Ballantyne
Director - Jeff Bishop
Director - Keith Greenfield
Director - Bill Turner

Absent:

Director - John Allen

1. Establish Quorum

With 42 Branch members in attendance, the President Michael Stephens declared that the meeting quorum requirement (23) was met.

2. Approval of the Agenda

Michael Stephens invited additions to the proposed agenda. None were proposed.

Motion 19 - 01: Moved by Julie Mallory and seconded by Barbara Stephens, that the proposed agenda be adopted. **Carried**

3. Approval of 2018 BAM Draft Minutes

Michael Stephens invited comments on the draft minutes of the last AVB BAM, which had been held at the Royal Canadian Legion Hall, Petawawa, on April 4, 2018. No changes to the minutes were proposed.

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Motion 19 - 02: Moved by Art Plume, seconded by Judith Cloutier, that the draft minutes of the 2018 AVB BAM be approved. **Carried**

4. Business arising from the minutes

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

5. Reports

a. President

Michael Stephens remarked that the core functions of the Algonquin Valley Branch include support of national initiatives, information sharing, member recruitment and engagement, member support on pensions and benefits, volunteer support and development, branch finance management, and branch governance.

During 2018 AVB members initiated, organized or participated in the following activities:

- The Branch Annual Meeting with a presentation on "The Ins and Outs of Home and Auto Insurance" in Petawawa.
- Three Lunch & Learn Workshops: "Estate Planning" in Petawawa .
- Hosted Tradex presentation on investing in Deep River
- Branch Picnic Social in Petawawa
- AVB reports in Spring and Fall issues of SAGE
- Information booths at Petawawa Spring Showcase and Deep River Craft Fair
- Reduced fee for CAA roadside assistance insurance
- Renewed recruitment efforts at Garrison Petawawa
- Updated AVB website periodically (75,000 visits in five years)
- Met twice with Ottawa, Ottawa Valley, and Cornwall & District Branches
- Attended "Annual Meeting of Members" in Gatineau

b. Membership

Membership Secretary Leo Buckley presented his AVB membership report for calendar year 2018. The main points were:

- There are currently 2103 members. This number includes 745 double memberships and 613 single memberships.
- Largest concentration of members live in Deep River/Laurentian Hills, then Pembroke and Laurentian Valley, then Petawawa
- In the past year
 - 70 members joined AVB
 - 70 members passed away
 - 105 members no longer pay their dues
 - 10 members transferred in from other branches
- Membership retention and recruitment is currently a topic of discussion not only at the branch level but also at the national level.
- Termination of future PSSA eligibility at CNL and communication are largest issues

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- Contact information is provided by:
 - Branch Report in SAGE issued twice a year to all members
 - E-mails: 25% of members provided valid addresses
 - Postage cost is approximately \$1600 per event
 - No phone chain set up

c. Treasurer

Reviewed financial statements for 2018 showing a loss of \$67.62 were presented. See Attachment 1.

Motion 19 – 03: by Judith Cloutier and seconded by Art Plume to accept the AVB financial statement for 2018 as presented. **Carried.**

David Raman agreed to review the financial statements for the year 2019.

Motion 19 – 04: by Judith Cloutier and seconded by Paul Ballantyne that the Branch leasehold reserve fund be increased to \$25,000. **Carried**

6. New Business

- Petawawa Showcase April 27 – 29, 2018

Volunteers are needed to staff the AVB booth over the three days. Several members volunteered and the executive extends thank you for their participation. .

7. Election of Officers

Past President Paul Ballantyne introduced the proposed slate for the AVB Branch Executive for 2019 - 2020 for the following positions, (with the terms indicated in parentheses):

President - Michael Stephens (1 yr)
Vice-President
VP1 - Vacant (1 yr)
VP2 - Vacant (2 yrs)
Past President - Paul Ballantyne (1 yr)
Secretary - Ela McDonald (2 yrs)
Treasurer – Julie Mallory (2 yrs)
Membership Secretary - Leo Buckley (2 yrs)
Director - John Allen (1 yr remaining)
Director – Jeff Bishop (1 yr remaining)
Director – Judith Cloutier (2 yrs)
Director - Keith Greenfield (1 yr remaining)
Director - Bill Turner (1 yr remaining)
Director – Vacancy (2 yrs)
Director – Vacancy (2 yrs)
Director – Vacancy (2 yrs)

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Paul Ballantyne called for nominations from the floor. And no members came forward.

Motion 19 – 05: by Peter Wegner and seconded by Pravin Shah to accept the proposed AVB Executive. **Carried.**

8. Vision for the future

Michael Stephens reviewed the following topics that the Branch is focusing on:

- Strengthen the Branch Executive membership and support from branch members
- Renew recruitment efforts at Canadian Nuclear Laboratories
- Continue recruitment efforts at Garrison Petawawa
- Improve AVB website and branch information storage
- Advocacy efforts for October 2019 federal election, and on Bill C-27 and PSHCP (as required)

9. “Moving Forward” – A discussion paper by Association President

Jean-Guy Soulière on the future of the Association

Assumptions about the long-term future

- No new benefits
- New generation of volunteers
- Reduction in the number of branches
- Continued attacks on defined benefit pension plans
- Danger of losing dues deduction at source (DDS)
- Phoenix pay system issues
- Increasing pressure from other public service pensioners' organizations
- Challenges that will face the Public Service Health Care Plan
- An aging Canada
- Political environment
- A national health accord will be a continuing objective
- Federal Retirees will have to adapt to new technology

Proposed Association's Goals for 2019 – 2014

1. We will advocate in the best interest of our members and seek to be recognized as a respected national voice supporting secure, healthy and dignified retirement for federal retirees and all Canadians.
2. We will promote membership retention and growth.
3. We will pursue organizational excellence at all levels of the Association.

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10. Adjournment

Motion 19 – 06: by Bill Lavasseur and seconded by Art Plume to adjourn the BAM.

Meeting adjourned at 2:45 pm.

President: Michael Stephens

Minutes prepared by Ela McDonald,
Secretary

**National Association of Federal Retirees
Algonquin Valley Branch Treasurer's Report
for Calendar Year 2018**

Financial Statement

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Balances



Year	2018		
Branch	Algonquin Valley Branch		
		2017 Actual	2018 Actual
Assets			
Assets - Chequing		\$12,958.93	\$11,306.82
Assets - Investments		\$43,781.46	\$44,659.67
Assets - Other		\$3,349.87	\$4,029.88
		\$60,090.26	\$59,996.37
Liabilities			
Liabilities - Accounts Payable		\$0.00	\$0.00
Liabilities - Future Year Fees		\$1,570.95	\$1,544.68
		\$1,570.95	\$1,544.68
Net Assets		\$58,519.31	\$58,451.69
Reserved			
Reserved Equity - Defense of benefits		\$13,000.00	\$13,000.00
Reserved Equity - Facilities		\$21,321.00	\$21,321.00
Reserved Equity - Other		\$4,000.00	\$4,000.00
		\$38,321.00	\$38,321.00
Unreserved			
Unreserved Equity		\$19,734.59	\$20,198.31
Earnings (Loss)		\$463.72	\$-67.62
		\$20,198.31	\$20,130.69
Equity		\$58,519.31	\$58,451.69

Cont.

Cont.

Financial Statement

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AVB 2019 Budget

	2017 Actual	2018 Actual	2019 Budget
Revenue			
Fees - Branch	\$1,371.88	\$631.32	
Fees - National (incl. per capita & CC fees)	\$12,729.84	\$12,979.92	\$13,600.00
Prior Year Fees		\$1,570.95	\$1,570.00
Interest	\$632.64	\$878.21	\$875.00
	\$14,734.36	\$16,060.40	\$16,045.00
Expenses			
Branch Meeting Expenses	\$332.23	\$139.30	\$140.00
Branch Information Sharing	\$3,236.87	\$3,440.35	\$3,500.00
Phone / Internet	\$310.19	\$321.49	\$325.00
Stationary / Supplies	\$152.99	\$172.22	\$180.00
Bank Charges / Returned Cheques	\$36.00	\$188.31	\$68.00
Branch Membership Recruitment &	\$40.68		\$82.00
Branch Governance	\$1,138.18	\$1,235.94	\$1,250.00
Equipment & Depreciation Expense	\$71.06		0
Regional / National Meeting Expenses	\$4,091.59	\$4,858.57	\$4,900.00
Social Gatherings LESS Ticket Sales	\$3,479.30	\$4,127.98	\$4,200.00
Community Activities	\$1,037.59	\$1,079.99	\$1,100.00
Tickets / Pins / Promotions		\$563.87	\$150.00
Other Travel	\$343.96		\$150.00
	\$14,270.64	\$16,128.02	\$16,045.00
Earnings (Loss)	\$463.72	\$-67.62	0

Judith Cloutier
Treasurer