



National Association
of Federal Retirees
Association nationale
des retraités fédéraux

NORTH ISLAND - JOHN FINN

National Association of Federal Retirees
North Island – John Finn Branch (BC06)
Annual General Meeting
Westerly Hotel – 09 March 2016

The meeting was called to order at 1300 hours by the President, Bill Turnbull.

Margaret Crites led the singing of O Canada.

Bill Turnbull introduced the guest speaker Donald Bardonnex, Courtenay Fire Chief, and Tony Dambruskus, Regional Services Officer from Victoria.

Agenda and Minutes

Bill asked for any additions to the agenda. As there were no additions and no errors or omissions in the minutes of the December 2015 General Meeting, it was moved by Deb Yelf, seconded by Gary Liddiard they be accepted. Carried.

Committee Reports:

Treasurer: Serge Gosselin presented the financial statement for the period 01 January to 29 February 2016. The income was \$4,974.28 and expenses were \$224.97, resulting in a surplus of \$4,749.31. The cash balance is \$51,378.97. Moved by Serge, seconded by John Davis that the financial statements be accepted as presented. Carried.

Membership: Steve Bunyan reported that we have 746 Single and 746 Double Memberships for a total of 2,238 members. He stated that there are 90 single members who show as having a partner. If they would change their membership type to double, it would increase our total membership. For the members who pay their dues by cash, Steve reminded them they must have paid by the middle of April or their membership will become inactive.

Steve asked anyone who hasn't received a membership card or a renewal sticker to let him know and he will order them.

Newsletter: Kevin Weighill reported that the March newsletter and SAGE magazine are both out. The SAGE magazine has our latest information and it also includes a centrefold page containing some useful contact numbers. If anyone has any questions, please contact him.

Communications: Bill Turnbull reported that our website (nijf.ca) is up-to-date and the new National website (federalretirees.ca) is working fairly well. We have not decided yet about keeping our old website as it is presently being used to send out the newsletters. At this point, slightly more than half our members receive their newsletter by e-mail.

Benefits: Clint Halfkenny reported that things are very quiet. He still has Estate Documents for anyone requiring one.

Programs: Cecile Turnbull was pleased with the turnout of members for the luncheon and she thanked the hotel staff for a good meal. The guest speaker at the June luncheon will be the lead investigator for the B.C. Seniors Advocate who will be talking about some of the things he has looked into. At the September meeting Aji Fliss, cruise Vacation Consultant, will brief us on some of her travels and Deb Dewar will talk on safety when travelling and provide some helpful packing tips.

Welfare: Deb Yelf reported that we have lost 11 members since the December meeting. We also have one member who has undergone cancer surgery is now receiving chemo treatments. Deb noted that for anyone requiring cancer treatment, BC is the best province in Canada to live in.

Telephone: Norma Dean thanked the telephoners for the great job they did getting the word out. If anyone has issues with their list, please let her know.

History: Dale Dean reported he is still slowly recovering from his cancer surgery and hasn't been able to do much on the history file. He hopes to be able to get back to it soon.

NEW BUSINESS:

2015 Financial Results.

Financial statements for the year ending 31 December 2015, showing Earnings of \$3,118.15 were presented. These numbers have been reported to Ottawa through the CRM data base maintained at the National level. While the bottom line number will be the same, the intermediate sub-totals they show will not be the same as ours because of the way National Office keeps its books. This was acceptable to the members.

Financial Review.

John Renaud reported on behalf of Dave Shewchuck and himself that a financial review took place on February 18th and the Branch finances were found to be in good order. He further stated what a pleasure it is to have a good treasurer to keep us on the right track. Bill agreed that Serge is an excellent treasurer and stated that Dave Shewchuk, a former RCMP forensic auditor, gave our books a thorough review.

Investment Strategy.

Our smaller Defence of Benefits GIC was rolled over in February and increased to \$10,000 at 0.75% for the first year, during which time it is cashable. Because it was locked in for 5 years, the larger GIC currently earns 2.5% interest. Since we really should keep the investment liquid, Bill indicated we plan to roll the funds into a cashable GIC when the current one matures in June.

2016 Budget.

Bill Turnbull presented a budget projection, with actual and forecast numbers, showing a small deficit at the end of this year that probably won't happen. It is partially due to increasing the value of the smaller GIC by roughly \$2,700.00. Bill noted that the bank no longer pays monthly interest on the chequing account, so that revenue amount should be reduced to zero for 2015 and 2016. Moved by Serge Gosselin; seconded by Cecile Turnbull that the budget and supporting financial statements be approved, as amended. Carried.

Elections and Swearing in. Bill turned the meeting over to Cecile Turnbull who requested nominations and/or volunteers for the following two-year positions:

- Vice President – no nominations or volunteers; Kathi Brown to remain as Vice President.
- Treasurer – no nominations or volunteers; Serge Gosselin to remain as Treasurer.
- Directors – no nominations or volunteers; Steve Bunyan, Kevin Weighill, Norma Dean and Dale Dean to remain in their present positions.
- There were no nominations or volunteers for the Communication Director and two Directors at Large positions.

Tony Dambruskus, Vancouver Island Regional Service Officer from Victoria, congratulated Bill for being able to motivate people to stay on the executive and sustain the branch. Formal installation of Kathi, Serge, Steve, Kevin, Norma and Dale followed.

Tony noted that it has been a tough year for the Association with some key personnel leaving. A new CEO will be chosen sometime in April. We also lost the National President. The interim President is Konrad von Finckenstein who is well qualified for the job. He has some strong ideas about where the association should go and thinks things will be quiet for the next couple of years as the new Minister of Finance is a strong advocate for defined benefit pension plans and any changes will not affect present retirees.

District and National Conferences. Bill noted there will be an annual regional training conference in Chilliwack at the RCMP Training Centre from 25-27 May and the National AMM in Ottawa will take place 15-17 June 2016.

Guest Speaker. Don Bardonex, City of Courtenay Fire Chief, gave a talk on the myths and realities of fire. He stressed the need to have two ways to exit your premises in case of fire (and to practice using them) and to have working smoke alarms. He said any home with a gas or wood fireplace should have a good quality carbon monoxide detector. A question period followed.

Bill thanked Don for his interesting and informative presentation.

The winner of a \$50 Bisque restaurant gift certificate was Midge Swedberg.

The 50/50 draw winners were Wayne Murphy and Pat Carew.

Adjournment. The meeting adjourned at 1420 hours.

Edith Kelly, Secretary

Bill Turnbull, President

Enclosures: 4

Account Balances - As of 31/12/2015	
As of 31/12/2015 (in Canadian Dollars)	
	31/12/2015
Account	Balance
Bank Accounts	
Chequing BMO	16,723.74
Chequing CU	0.00
Equity Shares	0.00
Savings BHI	0.00
TOTAL Bank Accounts	16,723.74
Cash Accounts	
Cash Account - Petty	5.01
Cash Account - Pot of Gold	75.00
Cash Account - Programs	200.00
Cash Account - Welfare	100.00
Dues Pending Deposit	0.00
TOTAL Cash Accounts	380.01
Asset Accounts	
Defence of Benefits GIC 1	22,191.46
Defence of Benefits GIC 2	7,327.08
GIC 39972	0.00
GIC 40012	0.00
TOTAL Asset Accounts	29,518.54
OVERALL TOTAL	46,622.29

Income & Expense - Last year	
1/1/2015 through 31/12/2015 (in Canadian Dollars)	
	1/1/2015-
Category	31/12/2015
INCOME	
Luncheon Ticket Sales	8,222.00
Membership Dues	
DDS	12,796.10
Double	2,621.79
Per Capita	1,059.84
Single	2,726.98
TOTAL Membership Dues	19,204.71
Other Income	
Advertising	300.00
Estate Documents	39.00
Pot of Gold	912.00
TOTAL Other Income	1,251.00
TOTAL INCOME	28,677.71
EXPENSES	
Uncategorized	0.00
Cash	
Pot of Gold	454.00
TOTAL Cash	454.00
Donations	
Charitable	458.00
Remembrance Day	174.00
TOTAL Donations	632.00
Executive	
Luncheon Meeting	319.39
Name Tags	85.29
TOTAL Executive	404.68
Fees & Charges	
Bank Fee	3.83
Credit Card Processing Fee	52.47
TOTAL Fees & Charges	56.30
General Meetings	
Catering	10,319.17
Favours & Decorations	561.37
Prizes	482.28
Supplies	42.44
Tickets	200.00
TOTAL General Meetings	11,605.26
Gift	
Retirement	27.99
TOTAL Gift	27.99
Membership Expense	
Per Capita Remittance	3,952.08
TOTAL Membership Expense	3,952.08
Miscellaneous	1.20

Office	
Stationery	874.32
TOTAL Office	874.32
Postal	
Newsletter Mailing	1,848.76
PO Box Rental	294.00
Returned Mail	121.58
Stamps	8.75
TOTAL Postal	2,273.09
Printing	
Envelope Stuffing	400.00
Newsletter	2,598.23
Tickets	79.13
TOTAL Printing	3,077.36
Publications	70.44
Social Events	
Equipment Rental	11.20
Food	245.42
TOTAL Social Events	256.62
Travel	
National	500.00
Regional	985.83
TOTAL Travel	1,485.83
Website	
Domain Registration	53.69
Hosting	334.70
TOTAL Website	388.39
TOTAL EXPENSES	25,559.56
OVERALL TOTAL	3,118.15



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NORTH ISLAND - JOHN FINN

18 February 2016

National Association of Federal Retirees
Board of Directors
1052 St. Laurent Blvd.
Ottawa, ON K1K 3B4

This representation letter is provided in connection with the financial statements of National Association of Federal Retirees Branch # BC06 located in Comox, BC, for the year ended 31 December 2015.

We confirm the following, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves.

- We have fulfilled our responsibilities in relation to the preparation and transmission of the financial statements provided.
- Significant assumptions used by us in making accounting entries, included those measured as fair value, are reasonable.
- We have provided copies of statements relating to all financial accounts held by the branch.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud within the branch.
- To our knowledge there has been no fraud or suspected fraud that effects the Association and involves:
 - Branch executive
 - Branch volunteers
 - Others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.
- We are not aware of any pending legal action that may impact the branch.

Yours truly,

William Turnbull
Branch President

Serge Gosselin
Branch Treasurer

Branch Annual Review Form *

Form 115 Revised Jan 2015



To: Officers and members of NORTH ISLAND JOHN FINN
(Branch name)

From: FINANCIAL REVIEW COMMITTEE
(Internal committee)

I/We have examined the records of the NORTH ISLAND Branch of the National Association of Federal Retirees and found them to be in good order.

Receipts have been issued for all monies received and all such monies have been deposited in a branch bank account. All payments have been made by cheque. The balance in the branch bank accounts(s) as of 31 DEC 2015 in agreement with the treasurer's bank records.

Cheque or cash-paying membership records show that dues for 55 single memberships, 38 double memberships were paid for the calendar year 2015 at the local Branch. Acknowledgements on file indicate that per capita fees for those members have been remitted to and received by the National Office.

For ALL non-DDS: N/A single memberships, N/A double memberships carried on the branch roster in the year 2015 have not responded to calls and notices from branch officers, or have not otherwise renewed their membership and were, therefore, dropped from active status for non-payment of dues.

Along with this form, the attached financial statement for the year 2015 correctly reflects all receipts and expenditures. Overall, the financial position of the NORTH ISLAND Branch is, at this time, considered ACCEPTABLE.
acceptable / marginal / unacceptable

*Bank Name: BANK OF MONTREAL

*Bank Address: COURTENAY, BC

*Other Institutions: _____

*Bank Account Numbers: 8990-612
(Attach additional page for financial institutions*, if required)

DM Hugel
Reviewed by: (Signature of Internal Reviewer)

D. SHEWCHUK, BGS, CPA-CGI
(Print Name of Reviewer)

J. Renaud
Reviewed by: (Signature of Internal Reviewer)

J. RENAUD
(Print Name of Reviewer)

W. Turner
Accepted by: (Signature of branch executive)

W. TURNBILL
(Print Name of Executive)

Date: 18/2/2015

* This information is collected pursuant to FSNA By-laws.