



NORTH ISLAND - JOHN FINN

National Association of Federal Retirees
North Island – John Finn Branch (BC06)
Via Zoom - Executive Meeting Minutes
January 12, 2021

Attendees:

Norma Dean – President,	Brad Bridgeman - Director
Warren Kelley – Vice President,	Cherie Kelley - Telephone
Steve Bunyan – Membership	Serge Gosselin - Treasurer
Bill Turnbull - Communications	Kevin Weighill – Newsletter
Gord Richardson – Health Benefits	John Renaud - Director
Cecile Turnbull – Secretary, Programs	Deb Yelf - Welfare

Absent:

Meeting called to order at 1:00 pm by Norma Dean. The president welcomed everyone.

Agenda: The agenda was accepted as sent out. Moved by Deb, 2nd by Bill. All approved.

Minutes: The November executive minutes sent out needed some revisions to – Add Welfare position to Attendee list and correct Welfare report. Moved by John, 2nd by Warren.

Committee Reports:

Treasurer: Serge went over the Financial reports (forwarded earlier).

- Income & Expense report to year end - Income - \$12,677.89 - Expenses - \$8,423.76 for a Surplus of \$4,254.13. Total Assets amount to \$60,631.42.
- Motion by Serge to accept the reports as presented, 2nd by Deb. All approved.

Membership: Steve - Total 1346 households, 720 doubles, 626 singles for 2,066 members.

Newsletter: Kevin – This will be Kevin’s last Newsletter - Retiring

- No one has come forward to take over the position of Editor.
- Kevin used Publisher for the layout of the newsletter.
- Speedy Printers is closing and has moved our information over to Sure Copy Courtenay, a local business.
- Steve will check with the new printers re cost, layout info and time required, etc.
- Steve could possibly do the printing - \$300.00 B&W, \$900 for colour and would take about 6 hours.
- It was suggested that it would be nice to support a local business in light of Covid.
- Cecile suggested that committees write a brief report and forward to NO. NO can put a 4 page insert into Sage magazine. Not always timely though.

Health Benefits: Gordon - reported all quiet.

From a NO bulletin on 28/12/2020 – **New Medoc Policy Year Begins Jan 1,2021**

MEDOC policy holders will have received their policy renewal statements from Johnson Insurance for the eight-month policy year beginning Jan. 1, 2021. As previously reported, there is a 7.5 per cent increase in the cost this year, but it includes emergency health coverage for COVID-19 up to the \$10 million policy limit regardless of whether related travel advisories are in effect. Trip cancellation and trip interruption

(TCTI) coverage either directly or indirectly related to COVID-19 is excluded while TCTI coverage for other events remains in place as before.

Communications: Bill - The Website is up to date.

- Bill has scanned all General Meeting minutes since 1994 for Historical purposes.
- He is working on the Executive minutes.

Brad – Set up the Zoom meeting and was able to get Deb set up by telephone to attend.

- Regular dial in – no charge 778 number
- 1-855 number would cost the branch .08 minute

Programs: Cecile –

- NO Board of Directors has cancelled all in-person meeting and events until the end of June.
- Next possible meetings would be in September and December
- A Zoom meeting is being discussed for our annual AGM in March

Welfare: Deb – Two members deceased since last Executive meeting in Nov. 2020.

- No members deceased in Dec. 2020.

Telephone: Cherie – Nothing to report.

- We may need the telephone committee to call members or an e-blast sent out to members for attendance purposes for the AGM.

Advocacy: Warren – Nothing much to report at this time.

Old/New Business: Norma

- **AMM report** from December 2 AMM Meeting via Zoom – started at 10 am and finished at 2 pm
- All information and reports were sent out in advance – questions to be sent prior to meeting
- Presidents report was to the end of June and included ongoing meetings with different agencies and departments.
- NO's priority is the welfare of the organization.
- Other – Seniors report, Elections and Advocacy – the new training package.
- 2021 AMM will be a virtual meeting in June.
- Voting was done by Lumi – with various questions and for elections.
- Covid situation makes it hard to make some decisions.
- Membership is declining.
- NO had a Recruitment drive with prizes.
- Publicize other Partner incentives besides Medoc – Simply Connect and Hearing Life, etc.
- Norma may have Cheri make calls to members who have not paid recent dues – possible renewal
- An attack on our Pension Plan, PSHCP is a possibility in near future due to government Covid situation. Could our premiums go up?
- Sage received their grant again this year.
- Simon went over the Strategic plan – 30 pages. Met or exceeded goals set out in 2019.
- Brian Strongman once again one of our Directors. Norma suggests going to the Website for more info: www.federalretirees.ca

Here is how to access the material used for the AMM. Go to the NAFR website and login (you need to register if you haven't already). Click on My Documents found in the box on the upper left-hand side, then the Volunteer Information Portal, then Annual Meeting Members and last 2020 AMM Documents. All of the documents used on the call are there, including the Strategic Plan.

Budget: 2021 Budget

- Bill, Norma and Serge got together to go over Budget items for 2021.
- Guidelines from NO for allocation of Surplus Branch Funds to various Reserves.
- NO is the level that deals with Defence of Benefits not regionally.
- Norma & Serge came up with a different allocation of funds leaving \$15,000 to be determined where it will go.

Report on the B.C. Branches virtual meeting: Norma attended via zoom – Randy, Brian and Leslie spoke – mostly rehash of AMM.

Virtual AGM March: We will need a Quorum of 50 members to approve Budget & elections.

- Bill to draft an e-blast to members about AGM attendance and Brad to set up voting for approvals.
- When to hold it? **Tabled** to next meeting.

Elections: See attached.

- Kevin retiring from Editor position.
- Deb retiring from Executive.
- Warren to discuss positions with Norma.

Next Executive Meeting - Tuesday, February 2nd, 2021

Adjourned – 3:00 PM

Minutes – Cecile Turnbull

President – Norma Dean

2 Attachments:

From NO – December 28,2020

To: All volunteers

Compensating and recognizing branch volunteers

The Association places a high value on the contributions of volunteers at all levels and strongly supports the principle that no volunteer should ever be “out of pocket” for expenses incurred in the performance of their volunteer duties. It’s not surprising, then, that the national office frequently gets questions from branches on the “rules” concerning gifts and payments to volunteers.

While branches have considerable autonomy over many aspects of volunteer management, there are necessary restrictions on how volunteers can be recognized and reimbursed for expenses. These restrictions exist to ensure the following:

- That payments to volunteers do not fall afoul of Canada Revenue Agency (CRA) rules about taxable payments to individuals.
- That the Association’s Bylaw 11.4, which prohibits elected or appointed volunteers from being compensated, is respected.
- That members’ fees are spent responsibly, in support of the Association’s stated mandate and those expenditures can be rationalized through an audit or review process.

While the national board of directors is fully supportive of the need to recognize volunteers and to reimburse them for their expenses, it confirmed the following at its meeting of Dec. 9, 2020:

- Honorariums and payments to volunteers for services are in contradiction of Bylaw 11.4 and not permitted.
- Cash and gift cards (which are considered cash equivalents by CRA) are not acceptable means of volunteer recognition.
- The practice of paying flat-rate reimbursements and allowances for costs such as computer usage, internet, mileage and supplies for working from home are also equivalent to honorariums and must be discontinued.

Within the limitations of these restrictions, there are many ways that branches can legitimately recognize volunteers and ensure their reasonable costs are covered:

- Direct out-of-pocket expenses, supported by an appropriate claim form and receipts, are reimbursable under Regulation 5.6. For costs such as internet usage, payment may be made for incremental costs or detailed percentage use, as opposed to flat rates.
- Fees may be paid to a reviewer or speaker at a branch event are not considered honorariums, but as fees for services and should be recorded against “branch financial management” or with the costs of the related event.
- Volunteers may be recognized by the presentation of certificates, pins and gifts (but not gift cards) of a reasonable value commensurate with the duration and nature of the volunteer’s contribution. The human resources and volunteer support team at the national office can provide branded seniority pins, certificates of appreciation and access to a wide range of branded gifts such as pens, leather goods, glassware, clocks and watches. Contact volunteersupport@federalretirees.ca or check the [Volunteer Information Portal](#).
- Recognition functions such as a lunches or banquets, conducted annually or on the retirement of a long-serving volunteer, are a common and acceptable way to recognize deserving volunteers in the presence of other volunteers and branch members. The function costs for the honourees and their guests are customarily covered by the branch. Other costs may be covered by ticket sales and/or through sponsorships.
- The branch might consider nominating a worthy branch volunteer for one of our national volunteer recognition awards (for leadership, collaboration or volunteerism) as a meaningful way to highlight their contribution to the Association and the community.

The administrative guidelines are currently being updated to reflect this guidance. For questions or requests related to volunteer recognition, please contact volunteersupport@federalretirees.ca or contact finance@federalretirees.ca for issues related to payments to volunteers.

Please note that any claims for 2020 must be received by Jan. 15, 2021, and can be sent to finance@federalretirees.ca.

Board of Directors –Election Slate 2020 – North Island Branch

From/To	Position	Name	Elected	Due 2021	Decision - 2021
VP/President	President	Norma Dean	2019 VP	2020	2022
Director/VP	Vice President	Warren Kelley	2019	2019	2021??
	Secretary	Cecile Turnbull	2009	2020	2022
	Treasurer	Serge Gosselin	2018	2020	2022
	Membership	Steve Bunyan	2005	2019	2021
President/Comm	Communications	Bill Turnbull	2013	2020	2022
	Newsletter Editor	Kevin Weighill	2010	2020	Retiring
	HBO	Gordon Richardson	2019	2020	2021
Director/Tele	Telephone	Cherie Kelley	2018	2020	2022
	Programs	Cecile Turnbull	2020	2022	2022
	Welfare	Deborah Yelf	2017	2019	Retiring
	Director	John Renaud	2019	2019	2021
	Zoom - Director	Brad Bridgeman	2020	2020	2022
	Advocacy	Warren Kelley		2020	2022
	Past President	Bill Turnbull	2013	2020	Honorary