

APPROVED Minutes
ADRP Board of Directors' Meeting
Tuesday, November 15, 2022
2:00 – 4:00 pm

In attendance: Randy Barkhouse (late), Stewart Cameron, Susan Holmes (Secretary) Marilyn Klein, Ed Leach, David Mercer, Grace Paterson, Nancy Pitts, Heather Schellinck (President) David Tindall. Regrets: Peter Wallace.

Meeting called to order by Heather.

1. Adoption of the Agenda. (Marilyn)
2. Previous Minutes (October 18, 2022)
 - A. Approval – (Ed, Marilyn)
 - B. Matters Arising
 - a) Procedures Manual – Susan
Will send out template along with Randy's example to assist Directors in preparing procedures in case someone is required to take over without their guidance.
3. President's Report – Heather Schellinck
 - A. Everything outstanding has been taken care of. Thanks to Marilyn for updating membership form. Laurie Creelman will ensure all new retirees receive it.
 - B. Registry of Joint Stocks accepted our last Treasurer's Report. Susan is now recognized agent to receive notice of dues.
 - C. On November 21, Heather will meet with Chris Hattie, AVP HR, to sign MOU. With President Saini departing, hope he will be available to sign.
 - D. Change to By-laws re Membership Chair made for approval at GM. Treasurer will provide information regarding non-payroll members.

MOTION:

That the changes to the ADRP By-laws relating to Membership Chair be approved by the Directors as amended, for presentation at the General Meeting in December for approval.

Randy/Nancy. PASSED

- E. Multi-factor authentication – Changeover extended to January 2023.
- F. Email from Jazmin Berumen, Project Manager for MFA, asked for 20 volunteers to participate in focus group planned for first week in December online using Teams. Heather, Ed, Randy, Heather volunteered, and Nancy will try to recruit someone from Agricultural Campus.

- G. How did Jazmin know about the comments made relating to retirees being a “pillar” of the institution? Only one ADRP director received this email and another member shared it with Jazmin so she would know what was going on.

It was agreed that email relating to ADRP Board business would not be shared with others without consent. This is in the Constitution.

- H. Twenty-eight new people have subscribed to website after Susan’s email of upcoming social events, which encouraged subscription to the website.
- I. Heather emails each new person as they retire to invite them to join ADRP.
- J. David Tindall reported that at CURAC it was stated that the price for members to use Microsoft Office has increased; it is a disincentive to the University to give free services to retirees. Dalhousie faculty have access to Microsoft and Library as a clause in the DFA collective agreement.

4. Treasurer’s Report – Ed Leach

- A. Deposit advice was received from Dal but the money was not in ADRP account, so Ed followed up. \$1100 is there now--travel fund allocation.
- B. Ed is working with Grace on the audit. Nothing substantive, but details will be tidied up before GM. Registry of Joint Stocks set up as payable; donations sorted out. Need to go through audit process early. Ed expressed thanks to Grace Paterson who has been extraordinarily helpful, especially as past Treasurer.
- C. There was a motion at a prior meeting to deposit certificates rather than wait for rate increase. It took 10 days to receive new rates from CUA. Rates now 1-year 3.3%; 18-month 3.7%; 24-month 3.75%; 30-month 3.95%.
- D. Current Closing balance \$20,630.88. Accrued Interest \$142.89, Closing Value \$20,773.77.
- E. Donation to Dal food bank made from account to which Dal transfers travel money. Travel for CURAC will come from this Dalhousie account.

MOTION:

That Treasurer’s report be accepted.
Ed/David Tindall. PASSED.

5. Other Reports

- A. Benefits – Peter Wallace (absent, nothing to report)
- B. Communications
 - i. Communications Committee - Stewart Cameron
 - a. Privacy issues dictate that ADRP docs should be on Canadian server. Randy suggested this be documented in detail for procedures manual. CC is seeking approval in principle and then will develop specifics. Archival docs will have to be gathered. Having all ADRP documents electronically filed in one spot would be great. Need naming conventions so we all can file and find items.

MOTION:

That proposal for document storage be approved in principle as presented.

Stewart/Marilyn. PASSED

- j. Webmaster - Stewart Cameron (see report)
 - a. Had our 6,000th visitor. New membership form was popular place to land, lots of interest in social events.
- ii. Newsletter - Marilyn Klein
 - November 22 is deadline for submissions. Please have consumer version of reports for newsletter.
- C. Pension Advisory Committee – Randy Barkhouse (see report)
 - a. Error in report: three-year average should be 5.12%.
 - b. Annual report from Trustees to pensioners should outline what has happened. Nothing is going to boost us into positive territory.
 - c. Next actuarial valuation likely to be Jan 31, 2023. Might be surplus in 2024 but retirees won't be able to access it.
 - d. Divest Dal heating up. Fiduciary responsibility requires best investment for the fund. Dalhousie has not made a commitment to not invest in fossil fuels.
- D. Membership – Heather Schellinck
 - a. Received new list of pensioners from Jenny White, payroll. 67 came back, and a fair number have passed away. Jenny was asked for report only on active members so she is looking into it. Randy wondered if there are pensions continuing to be paid incorrectly.
 - b. Last year Heather called people with wrong email address. Heather and Susan will call after list corrected by Jenny.
 - c. Number according to dues transfer less than number on list from Jenny.
 - d. Heather will email to encourage people from July onward to join ADRP except for members who have already joined.
 - e. Membership number will be provided for GM.
- E. Seniors' College – Nancy Pitts (see report)
 - a. Third public lecture with 80 people in real time. Classes wrapping up for fall term this week. Two reports at Curriculum Committee, one from task group about hybrid offerings. Second report was to move strategic planning forward. Tony Schellinck facilitated planning with Board. One zoom course in Winter. Promoting SCANS membership as holiday gift.
- F. CURAC – David Tindall
 - a. CURAC Board in a bit of disarray due to loss of Director and Secretary. CURAC has new column in University Affairs. Effort to increase CURAC visibility among retirees. Saskatchewan Retirees Association put forward proposal to host conference and it was accepted. There is interest in improved communication with RTO and local retiree associations. Most other CURAC Directors are administrative types, virtually none coming from faculty union background; focus tends to be on procedural matters.

2016 conference put on by Saskatchewan was excellent. Due to lack of conferences during Covid, upcoming CURAC conference, U Saskatchewan May 31 – June 2, will be important in reinvigorating the organization.

- b. Stewart asked about a request to post a commercial item on ADRP website. It would be acceptable to put a link on our website to CURAC regarding travel/Collette if CURAC posts it. Otherwise, we avoid commercial posts on our website.
 - c. Grace mentioned that the budget shows a small rebate in 2021 on travel insurance linked to CURAC.
- G. RTO Update – Susan Holmes
- a. RTO has decided to go through CURAC to reach retirees. Pam Baker, District 50 Rep, had asked ADRP to co-host an event--now off the table.
- H. Socials – Susan Holmes
- a. Brunch and LeBistro followed by Symphony Nova Scotia on November 20. Plans are underway for 2023 monthly social events.

6. New Business

A. Prep for December GM

- i. Change to Constitution re Membership Chair, will circulate again with addition from Ed.
- ii. Fund for Donations – suggestion that we make a budget allocation of \$5,000 that Directors can draw from when need arises, such as Student Food Bank after Fiona. Since we are a registered charity, it is not our purpose to invest excess revenue. We did discuss how money could be allocated in addition to money to the bursary, such as summer projects beneficial to seniors. Bursary fund is separate fund of \$2,000. ADRP Income is \$17,500 est. Annual net income \$12,000. Leaves \$7,500 going to bottom line.
- iii. Ask membership if there is desire to show support for CUPE, DFA, other unions when on strike. Ed suggested a conversation at the GM meeting.
- iv. Directors agreed to submit GM reports to Marilyn for the Newsletter and prepare Powerpoint slide of talking points for the meeting.
- v. David Mercer asked when we will meet in person again. Could we do something in person after the GM? There is still lots of concern over Covid and flu. Nothing definitive decided.

7. Adjournment: 3:56 pm

Next Meeting: General Meeting December 13, 2022, 2:00 pm

Respectfully submitted,
Susan Holmes
ADRP Secretary