

APPROVED Minutes
ADRP Board of Directors' Meeting
Tuesday, February 21, 2023
2:00 – 4:00 pm

In attendance:

Randy Barkhouse, Stewart Cameron, Susan Holmes (Secretary), Marilyn Klein, Ed Leach (Treasurer), David Mercer, Patrick Nearing, Heather Schellinck (President), David Tindall, Peter Wallace. Regrets: Grace Peterson, Nancy Pitts.

Heather called the meeting to order at 2:07 pm and welcomed Patrick Nearing as a new member of the Board.

1. Adoption of the Agenda – Peter/Marilyn
2. Previous Minutes (January 17, 2023)
 - A. Approval – Susan/Marilyn
 - B. Matters Arising

- a) Bursary Status Update – Ed Leach (See reports)

The first bursary was awarded to a nursing student. Ed checked with Siobhan Doherty in the Advancement Office, who was extremely helpful. We could change the definition of who gets the bursary in the agreement; current criterion is that the student is entering the second year of study. Bursaries have gone to mainly nursing and neuroscience students. \$20,000 in new gifts into the bursary fund this past year. The Advancement Office suggest that \$2,130 is the bursary amount this year.

ADRP has received letters of appreciation from winning students. Marilyn suggested that if the student agrees, there could be a story in the newsletter.

Ed will contact Advancement office to ask that they include “Association” when they refer to the bursary. ADRP is an independent organization, not a Dalhousie organization.

When established, the Nursing Program seemed to be the academic area with the most likely benefit for retirees. Currently there is a critical need for nurses.

3. President's Report – Heather Schellinck
 - A. Recruitment

We are very happy to have Patrick Nearing on the Board.

Patrick was invited to share a bit about himself. He retired in July 2021. He was Athletic Director at TUNS and in that position during the merger. He remained as coach of the men's soccer team. He is involved with AUS TV broadcast for

Dalhousie soccer and volleyball and coaches girls' teams for Soccer NS. Now Pat is an avid pickle-ball player in Bedford, CP Allen, Morash, Castle Hill. He has two sons, wife Nancy, who is member of SMU Alumni Sports Hall of Fame.

Pat agreed to write an article for the newsletter about the benefits of pickleball for seniors.

MOTION: That Patrick Nearing be elected to the ADRP Board as member-at-large.
Randy Barkhouse/Ed Leach. PASSED.

B. Olga Theou and Health research

Heather looked through "research at Dal" and wrote to Drs. Gail Eskes, Tanya Packer (OT, research in Cape Breton with Seniors) & Olga Theou. Ed added details regarding his involvement with social determinants of health. Keeping people physically and socially active is important. We should be looking in Health and Human Performance as well. Heather will gather more information.

C. Procedures Manual

Directors are encouraged to continue with writing the protocol describing their positions on the Board and what the duties entail. This will be helpful when someone new takes over a position.

D. Financial Support

The By-laws do not provide specific guidance on the amount that the Board can allocate to support causes relevant to the interests of ADRP.

4. Treasurer's Report – Ed Leach (See report)

A. Information is based on January 31, 2023 bank reports.

The Dalhousie fund is for travel and has increased to \$4,199 due to lack of travel during COVID. Randy estimated that it will cost \$4,000 for two people to attend CURAC Conference. With flight availability, 4 nights' stay are required.

B. In our role as not-for-profit we should have no more than \$22,500 in excess. We do not want to save the money but find ways to benefit the members who have made the contributions.

C. Susan will ask Nancy to inquire if ADRP might further support SCANS. We now contribute \$150 for a public lecture, which offers us the opportunity to promote ADRP before the start of the lecture.

MOTION: That we table approval of the 2023-24 budget until the next meeting.
Ed Leach/Marilyn Klein. PASSED

5. Other Reports

A. Benefits – Peter Wallace

- a. Nothing to report. We still do not have an early retiree as member of Benefits Committee. Two advisory meetings coming up next week. Heather sent another message February 21 trying to recruit someone.

B. Communications

- i. Communications Committee - Stewart Cameron

- a. Committee has not met recently.
 - b. Implementation of Sync
It has been set up for Susan, Heather, Stewart. Stewart and Susan need to meet and follow up on implementation.
 - c. Stewart shared theadrp.ca website and would like to add Patrick Nearing to the Board.
 - d. Now 330 members are subscribed to the website. There have been 18 updates to website since January 1.
 - e. Heather mentioned that it seems that only half of new retirees sign up for ADRP. Staff members are missing. A lot of people who attended the Retirement Lifestyle Planning webinar at Dal, offered by Susan Hutchinson, were staff. Faculties of Law and Medicine seem underrepresented.
 - f. Brand & Dal logo – Marilyn Klein
 - i. Dal Communications & Marketing people were contacted. We are under no obligation to use new Dal logo, but they supplied us with mockups (screen shared). ADRP needs consistent look for email, website, letterhead, newsletter. We already have the name Dalhousie in our name.
 - ii. It would be a good idea to carefully consider our desire to increase membership along with our identity. A professional designer could provide us with something that communicates creativity and the energy of the group. The Communications Committee will meet and discuss this.
 - iii. Pat mentioned that he found it difficult to find out what is available from ADRP. Compelling reasons to become a member might be made more obvious.
 - j. Webmaster - Stewart Cameron (See above)
 - ii. Newsletter - Marilyn Klein
 - a. Newsletter submissions for next issue due by Feb 24.
- C. Pension Advisory Committee – Randy Barkhouse
- a. Andy Cochrane, rep on the RTF, responded to Randy's report on the complexities of the fund, stating it was helpful.
 - b. There might be sufficient RTF surplus identified in the current actuarial valuation to award catch-up indexation, but not all that hopeful for it. If the asset returns for July – December hold up to the end of June, about 1% to 1.5% of automatic indexation would result.
- D. Membership – Heather Schellinck
- a. Member numbers are increasing.
 - b. Newsletters are mailed to about 30 people, and when they are returned, Heather checks on the status of the members.
 - c. Postcards will be purchased to inquire of some people if they want to continue as members of ADRP.

- E. Seniors' College Association of NS (SCANS) – Stewart Cameron in Nancy Pitts' absence
 - a. SCANS constituency (55+) really likes online. Stewart is conducting SCANS' first experiment in a 'hybrid' class, with both an in-house audience, a live Zoom stream, and a YouTube recording for later viewing. Feedback after two classes is positive and it is likely this is a method that will become more common. Surveys and focus groups make it clear that our members very much like remote participation, both live and recorded.
 - b. The course from Cyprus is receiving glowing responses.
 - F. CURAC – David Tindall
 - a. Last update as Board Member: CURAC Conference (hybrid) May 31 – June 2, 2023.
 - b. Health Committee: Dr. David Zitner's leadership has generated a report that will be out in a couple of months: *The Flu Vaccine: Is it for me?* Data on flu vaccine is not reliable. There are about 150 strains of influenza, and the vaccine now only targets 2-3 strains.
 - c. Randy is on CURAC Conference Committee and it's the 20th Anniversary. Peter Russell, a retired political science professor from U of T, is speaking about the founding of CURAC. Saskatchewan's former Premier, Roy Romano, will speak on the history of Medicare.
 - G. Socials – Susan Holmes
 - a. Nancy Pitts reported that six people attended the last Truro Monthly Coffee Social.
 - b. Past events - Films: *A Man Called Otto*, *Lost Transport*; Bookbinding workshop
 - c. Upcoming:
 - i. Symphony NS: *The Piano Men*, April 14, 7:30 pm; dinner prior. The Board gave authorization to purchase 12 tickets up front.
 - ii. Peter Wallace: *Interpreting the Ancient Environment of Horton Bluff Rocks & Fossils*, Saturday, September 23 (Rain date: Sept 24)
 - d. Pat suggested varsity sports, Public Garden tours, cemetery tours.
6. New Business
- A. Prep for April 18 AGM

B400 in the basement of the Killam Library has been booked from 1 – 6 pm. A meeting room at the Lord Nelson starts at \$1,500. We are expecting about 30 members; some will be virtual. Light refreshments will be served following the meeting. Parking should not be an issue in April.
 - B. CURAC Conference, Saskatoon, May 31-June 2, 2023

Nancy and Randy are not able to attend. Susan and Heather will attend as ADRP representatives.
7. Motion to Adjourn: David Mercer

Next Directors' Meeting: March 21, 2023, 2:00 pm

ADRP Treasurer's Report February 21st, 2023

AS OF January 31, 2023

CUA Chequing Account. Balance is \$4,414.18

Savings Account 7634-20-3. Balance is \$2.00

Savings Account 7634-21-3. Balance is \$1,202.33

Dalhousie Account: \$4,199.16

I estimate the interest income for 2023 to be \$2,272.07 and will recommend that we use this number in our budget for 2023.

NON REGISTERED TERM ACCOUNTS SUMMARY

Account Number	Type	Deposit Date	Maturity Date	Interest Rate	Current Principal Balance	Accrued Interest Amount	Closing Value 01/31/2023
76364-42-3	TERM	12/19/2022	12/19/2024	3.150	20,795.93	77.17	20,873.10
76364-44-3	TERM	11/17/2022	11/17/2023	3.400	11,000.00	76.85	11,076.85
76364-45-3	TERM	11/17/2022	11/17/2024	3.650	11,000.00	82.50	11,082.50
76364-46-3	TERM	11/17/2022	05/17/2024	3.700	11,000.00	83.63	11,083.63
76364-47-3	TERM	11/17/2022	05/17/2025	3.950	11,000.00	89.28	11,089.28
Total Overall Value					64,795.93	409.43	65,205.36

POTENTIAL BUDGET FOR 2023

	Budget 2022	Actual 2021	Budget 2023
Revenue			
Dues - 767 Members @ \$20 each	\$15,500.00	\$15,296.30	\$15,340.00
Interest	\$700.00	\$860.22	\$2,700.00
CURAC Rebate	\$100.00	\$99.83	\$100.00
Travel Grant	<u>\$1,200.00</u>	<u>\$1,200.00</u>	<u>\$1,200.00</u>
	<u>\$17,500.00</u>	<u>\$17,456.35</u>	<u>\$19,340.00</u>
Expenses			
Telephone	\$166.64	\$166.64	\$166.64
Postage	\$150.00	\$127.65	\$150.00
Administrative Costs - Office Costs	\$500.00	\$717.65	\$500.00
Insurance Directors & Officer + General Liability	\$1,072.00	\$1,222.00	\$1,222.00
CURAC DUES	\$300.00	\$300.00	\$300.00
CURAC Conference - Travel for 2	\$0.00	\$0.00	\$2,400.00
Social Committee	\$2,000.00	\$0.00	\$2,000.00
Contribution to Bursary Fund	\$19,000.00	\$19,000.00	\$2,000.00
SCANS	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$150.00</u>
TOTAL	<u>\$23,338.64</u>	<u>\$21,683.94</u>	<u>\$8,888.64</u>
SURPLUS	<u>-\$5,838.64</u>	<u>-\$4,227.59</u>	<u>\$10,451.36</u>
To Contingency Fund	<u>\$3,550.00</u>	<u>\$3,750.00</u>	<u>3,835.00</u>
To Accumulated Surplus	<u>-\$9,388.64</u>	<u>-\$7,977.59</u>	<u>\$6,616.36</u>

Notes:

The budget is meant to be the first pass for discussion with confirmation at the next board meeting.
Would like to draw your attention to the following:

1. Dues Driven by Member Numbers
2. Estimate of Interest Revenue is up due to higher rates
3. Addition of line item for CURAC Rebates
4. Reimbursement for CURAC Conference – Randy
5. Surplus Issue - \$65,206 in term deposits at the end of January. The budget we set should respect the feedback from the December General Meeting as well as the information on the current bursary terms of reference and the possible research funding proposed by Heather.

Dalhousie Retiree & Pensioner Burs (71333)				
Awarded by the Registrar's Office				
			Market Value at Dec 31/20	Market Value at Sept 2022
	FY 2019	FY 2020	FY 2021	FY 2022
	38,562.83	38,557.61	45,851.22	67,483.99
Total Annual Gifts Rec'd to Capital/per fiscal year	\$ 3,004.00	\$ 2,749.00	\$ 504.00	\$1,418.00
Total Gifts received to capital since inception*				\$58,137.50
Account Details	FY 2019	FY 2020	FY 2021	FY 2022
58 5480 Investment Revenue (Spending Allocation)	\$1,295	\$1,392	\$1,542	2,130.00
58 B480 BFWD Unspent Investment Income		\$4,946	\$338	\$130
69 7405 Undergraduate Bursaries	-\$1,295	-\$6,000	-\$1,880	-\$2,000
81 9600 Fund Transfers - In/Out	\$4,946			
	\$4,946	\$338	\$0	\$130
		3 Bursaries @ \$2,000/per award		1 Bursary @ \$2,000
			1 Bursary @ \$1,880	