



ADRP

Association of Dalhousie Retirees & Pensioners

Here For You

Approved Minutes

ADRP Board of Directors' Meeting

May 20, 2025

Monaghan Square Board Room, 6140 Young Street

Present: Randy Barkhouse, Wendy Fletcher, Lynn Johnston (recorder), Marilyn Klein, Ed Leach, Linda MacNutt, Susan McIntyre, Heather Schellinck, Tarjei Tennesen, David Tindall, Peter Wallace (chair), Robin Whyte (until 3PM).

Regrets: Susan Holmes

1. The meeting was called to order by President Peter Wallace at 2:02PM.
2. Adoption of the Agenda. Accepted with the addition of a "sound bite" from Ed if time allows.
3. Welcome New Board Members. Peter welcomed the five new members: the Treasurer and 4 Directors-at-Large. New and old Board members introduced themselves. Peter gave regrets from Susan H.
4. Previous Minutes (March 18)
 - A. Approval on a motion from Peter and seconded by Lynn. PASSED
 - B. Annual General Meeting (AGM) Debrief
Disappointment with the low attendance at the AGM in April was expressed. There is not a good understanding of why this was the case. The AGM has historically been in April, the venue has been the same for the last couple of years, and the meeting was well advertised. Marilyn noted that to date there have been 46 views of the AGM video posted to the ADRP website.
Action: Board members to contact Peter if they have ideas on how to promote attendance at our AGMs and GMs.
 - C. Matters Arising or left from previous meetings
 - a) ADRP's delegates to CURAC Montréal conference
A brief overview of CURAC (College and University Retiree Associations of Canada) and its evolution and purpose was provided. Susan H. is on their Board of Directors (as is David Zitner, another ADRP member). Ed is the ADRP's voting delegate at this year's CURAC AGM. Advantages of attending the conference are networking with retirees from across the country and learning how our retiree association compares

to others. There is a retiree association best practices session at the conference each year. It was noted that there were no applications from among ADRP members for financial support to attend the CURAC conference. Correction: Susan H. subsequently reported that in the end there were 2 funded applications: Susan Hutchinson (in-person) and Grace Paterson (virtual).

- b) Early retirement social and intro to ADRP (previously postponed)
This year's social for new retirees has not yet been scheduled.

Linda confirmed that Dalhousie's retirement planning sessions are only offered virtually. Concern was expressed that the ADRP brochure is not being given to those planning their retirement. Board members were uncertain of where the brochures are being kept. It was noted that the retirement package does include an ADRP membership form.

Action: Randy to contact Chris Patterson to make sure that the ADRP brochures are being distributed and that he has a sufficient number of them.

Action: Linda offered to see if there are additional ADRP brochures in the ADRP office.

- c) SCANS-ADRP public lecture

As approved at our March Board meeting, our annual donation to SCANS was increased with the stipulation that it support a public lecture. Additionally, ADRP is co-sponsoring a fall SCANS course on preparing for retirement (Dr. Susan Hutchinson). There was discussion on whether our donation allows ADRP to have input into the public lecture, which is not the case, and on how we will get information on SCANS offerings, in order to update our upcoming events, now that Nancy Pitts is no longer an ADRP Board member. It was suggested that the logical person to update us on SCANS activities as they relate to ADRP would be Susan H., who is on the SCANS Board and the ADRP Social Director.

Action: Peter to ask Susan H. to update the Board on SCANS activities as they relate to ADRP.

- d) December 2025 GM venue; Board meetings venue

The plan is to have the GM in December at The Old Ashburn Clubhouse.

Action: Peter to inform Susan H. of decision regarding the AGM for booking and catering purposes.

There was agreement that, for technical reasons, Board meetings will not be hybrid this year. The plan right now is for an in-person Board meeting in September and Zoom Board meetings in October, November, January, February, and March. David noted that the Monaghan Square Board Room is already booked.

Action: Ed to book Zoom for the virtual Board meetings.

- e) ADRP Bursary

Peter gave background on the ADRP Bursary and provided the names of the 2023/24 and 2024/24 recipients. Bursaries are based on need and adjudicated by Dalhousie's Awards Office. Recipients are to be in at least the second year of an undergraduate program.

- f) By-laws update
- g) Executive and Board job descriptions update

Lynn spoke to these 2 items together. Work has been underway over the last several months to have Terms of Reference and job descriptions for the Board, Board Members, Committees, and Committee Chairs based on the By-laws and information provided by Board members and Committee Chairs. The task has been completed for Secretary, Treasurer, Membership Chair, Pension Advisory Observer; is in advanced draft form for President, Benefits Committee, and Newsletter Editor; and in preliminary draft for Director-at-Large, Vice-President, and Communications Committee. Tasks remaining are to: complete the Terms of Reference and job descriptions (target date September Board meeting), ensure their congruency with the By-laws and propose By-laws changes where necessary (target date October Board meeting and then to the December GM), and suggest whether any other Committees should be created (e.g. membership, nominations). Heather said that she could use help with Membership.

Action: Lynn will see if there are any others interested in volunteering for this work in addition to Susan M. (Membership), Wendy, and Randy.

5. Treasurer's Report – Robin Whyte

- a) Robin expressed gratitude to Grace for a job well done as Treasurer and the help she provided through the transition between treasurers. There have been logistical challenges posed by CUA during the transition that have impeded Robin's ability to undertake all the treasurer's duties and for e-transfers to be made to the ADRP account. He is meeting with CUA later this afternoon and hopes that all will then be resolved.

6. Other Reports

A. Benefits – Peter Wallace

The only item that needed action from the Committee was assisting an ADRP member who had an issue with his extended health benefits.

Peter expressed his desire to see more information regarding benefits, especially the non-health benefits, on the ADRP website. Lynn commented that putting this on the website is easily done but what is to be posted needs to be provided to the Communications Committee and wondered whether the people who would know this best would be the Benefits Committee members. It appears that the Benefits Committee is relatively inactive and would benefit from additional members who could help with this task. Volunteers from the Board were requested.

Action: Board member(s) interested in joining the Benefits Committee contact Peter.

B. Pension Advisory Committee – Randy Barkhouse (See report)

Randy spoke to his report, commenting in particular on indexation, which for the Dalhousie pension has provisions that are comparable to most retiree trust funds for which the information was available and much better than several. Most of the loss in purchasing power for unindexed pension funds has occurred from

2022-24. At this point, the outlook for automatic and catch up pension increases next year remains uncertain given the uncertainty in the stock markets.

C. Communications Committee (See report)

Marilyn provided statistics on the number and per cent of views for items in the most recent bulletin, which are on the order of 5 - 46 hits (2-19% of subscribers)/ item specific to ADRP. She also noted that there were 768 website views in the month April 15-May 15, 43% lower than the prior month. She plans to meet with the previous Communications Chair to identify where association information and files are stored electronically and will report back.

Ongoing questions for the Committee relate to what items to post to the website and how often and what to communicate to ADRP members, trying to achieve the correct balance of quantity and quality of information and the frequency with which it is sent. Lynn reported that the Committee has developed an evergreen document to guide the web authors on this. This needs input from the Board when time allows at another meeting. As discussed at the March Board meeting, is the issue of a member survey to help understand what our members want and expect in relation to these two questions, which would guide our decisions. Lynn asked that 2 Board members volunteer to help finalize a survey instrument.

Action: Board members willing to help with a member survey contact Lynn.

D. Socials – Susan Holmes (See report)

There was discussion regarding Susan's concern about frequency of reminding members of upcoming events. It was noted that communications to members were sent on 3 occasions between March 21 and April 23 by post or bulletin, more than the usual frequency. There may be other reasons if there is poor uptake on social events, lack of transportation being one to consider. Another bulletin is planned for just after this Board meeting and for now we will continue with this same schedule of monthly communication unless there are time sensitive items to send out.

E. Membership – Heather Schellinck (See report)

There are ~850 members, with Heather receiving interest in joining from a couple of people. It was agreed that welcome letters should be mailed, retroactive to January 2025.

Action: Heather to send welcome letter to new ADRP members.

7. President's Report - Covered in the AGM Debrief and Matters arising.

8. New Business - None

Next Meeting: Board Meeting, September 16, 2025 at Board Room, Monaghan Square

Adjourned: 4:10 PM