



Association of Dalhousie Retirees & Pensioners

Here For You

Minutes

ADRP Board of Directors' Meeting
Tuesday, November 18, 2025 2:00 p.m.
Zoom

In attendance: Heather Schellinck (Acting President), Wendy Fletcher, Lynn Johnston, Ed Leach, Linda MacNutt, Tarjei Tennessen, David Tindall, Jenny White (until 2:30 p.m.)

Regrets: Randy Barkhouse, Susan Holmes, Susan McIntyre, Peter Wallace

The meeting was called to order by Heather Schellinck at 2:05 p.m., after an update from Linda on the ADRP office.

1. Adoption of the Agenda

- A. Agenda accepted.

2. Previous Minutes – October 21, 2025

- A. Approval of minutes with changes:
 - a) Susan McIntyre from in attendance to regrets.
 - b) Corrections to the Benefits discussion: Jenny White as the early retiree representative on the Benefits Committee, Chair of the Retirements Benefits Advisory Committee (RBAC), and now the ADRP Benefits Committee; the Benefits Committee generally meets once yearly (not the RBAC); and Robin Whyte would be asked about staying on the Benefits Committee (not the RBAC).
 - c) Corrections to the Communications Report: Lynn rather than Marilyn reported on the Survey and Marilyn rather than Lynn on Bulletin statistics.

Approved on a motion from Jenny, seconded by Wendy.

B. Matters arising

- a) Heather reported that conversations with Dalhousie around publicizing the Rodger's bequest to the ADRP Bursary Fund have been completed. Lynn confirmed that she had put Susan McClafferty (note: name incorrect in October 21, 2025 Board Meeting minutes) in touch with Terri Mann.
- b) Heather noted that she has not contacted Board members to serve on the Nominations Committee; rather she will do this at the December General Meeting, in addition to seeking Nominations Committee members from the general membership.
- c) Marilyn has sorted out who is receiving the designated ADRP emails (e.g. President@theadrp.ca, etc.)
- d) Jenny has been contacted regarding meeting availability and her bio and picture for the website.

- e) Robin Whyte has confirmed to Heather that he is able to stay on the ADRP Benefits Committee.
- f) Included with the agenda was a document that Lynn provided detailing previous ADRP Board members, Committee Chairs, Newsletter Editors, and Benefits Committee members at the time when there was significant advocacy work to rectify the issue of health benefits overpayment by retirees, as a starting point for identifying individuals for Honorary Membership. She noted that if we wish to announce this at the December GM we need to vote on it beforehand as it requires Board approval, which could probably be done as an email vote. Heather asked that we defer this to another time.

Action: Honorary Membership approval will be taken up at another time.

3. President's Report – Heather Schellinck

- A. Heather has received excellent reviews about Sue Hutchinson's course for retirees, co-sponsored with SCANS. This was supported by Linda, who was an attendee. Linda noted that Dr. Jeannette McGlone enrolled late due to her competing in a Masters' Tennis Tournament.

Action: Linda will ask Dr. McGlone if she would be interested in writing an article about her tennis experience for the ADRP Newsletter.

- B. Heather inquired whether acknowledgement was received from SCANS regarding ADRP's donation. Ed noted that the e-transfer went through but he had not received communication from them.

Action: Heather to follow up with SCANS regarding the ADRP donation if we have not heard from them by November 27th.

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

- A. The cheque to the DFA has been delivered and cashed.

- B. We need to decide what to do with one of our GICs, which comes due at the end of this month.

Motion: Renew the funds from the certificate maturing on November 27 for 2 years at 2.85%. Approved on a motion from Ed, seconded by Wendy.

Action: Ed to renew GIC.

- C. Ed noted that he has held the position of Treasurer or Acting Treasurer for a few years and is quite ready to pass that duty onto someone else. The task is one that requires time, carries significant responsibility, and would benefit from someone who has experience with the University's internal workings. Linda has agreed to take on the role of Treasurer, if approved, and Ed has been teaching and mentoring her over the last couple of weeks. He will carry on in this role until the necessary transfers take place with the CUA and University and both he and Grace Paterson will continue to support Linda in this position.

Motion: Appoint Linda MacNutt as Treasurer as of December with Ed Leach and Grace Paterson supplying ongoing help in the on-boarding process. Establishment of an Honorarium for the treasurer position of \$1,000 - \$500 paid January 1st and another \$500 paid July 1st. Approved on a motion from Ed, seconded by Tarjei.

Action: Linda to inform CUA that she has Board approval to be Treasurer.

D. In response to a questions from Lynn, Ed will check to see if payment for Susan Hutchinson's course has been entered into ADRP financial records.

Action: Ed will check ADRP financial records to see if payment has been made yet for the course.

5. Other Reports

- A. Benefits – Jenny (reported prior to leaving at 2:30 p.m.)
 - a. Nothing new to report.
 - b. Jenny clarified that as of October 20, 2025 she is not the early retiree member on the Benefits Committee or the RBAC.
- B. Pension – Randy
 - a. Heather referred the Board to Randy's submitted report.
- C. Seniors' College Association of NS – Susan Holmes
 - a. Heather referred the Board to Susan's submitted report and commented specifically on the "No Exam" event on November 27th in Halifax. Wendy noted that she had personally been encouraged by a SCANS member to attend the celebration. Tarjei noted that there is a similar event scheduled in Truro for November 26th. Lynn will add this to our Upcoming Events on the website.
Action: Lynn to add the SCANS Truro event on November 26th to the ADRP website.
- D. Communications Committee – Marilyn Klein
 - 1) Survey - Lynn Johnston
 - a. A reminder bulletin was sent on November 5th. To date we have 94 (12.5%) completed surveys. The survey closes at midnight on November 19th. A quick look at the early responses shows helpful information. We will present a summary of the survey results at the December GM and do the draw for the 4 Tims Gift Cards. Thanks again to Linda for her help with this.
 - 2) Newsletter - Marilyn Klein
 - a. A reminder that reports for the December Newsletter are due no later than **November 25th**.
Action: Board members responsible for providing a report at the December GM to submit same by November 25th to Marilyn for the Newsletter.
 - 3) Socials – Susan Holmes
 - a. Heather referred the Board to Susan's submitted report.
 - 4) Communications items deferred from the October Board meeting.
 - a. No suggestions for change to The Web Manager Job Description have been received from the Board.
Motion: Approve the Web Manager Job Description as sent as part of this meeting package. Approved on a motion by Lynn, seconded by Ed.

- b. No suggestions for change to the Media and Communications Policy were received from the Board, in particular to the questions raised in the comments.

Motion: Approve the Media and Communications Policy as sent as part of this meeting package. Approved on a motion from Lynn, seconded by Ed.

- c. Lynn noted that a few comments were received about the Web guide. Ongoing suggestions are always welcome as we align the guide and our communications to members. A couple of suggestions have been made regarding the brochure and they will be addressed as much as possible. Lynn reminded folks that if changes are required for the membership application she needs the exact wording.

Action: Heather to send any required wording changes for the membership application form to Lynn. Lynn and Marilyn to finalize the brochure, circulate to Board for information, and then send to Chris Patterson.

- d. Not specific to Communications, proposed by-laws changes on the October 21, 2025 Agenda will be brought forward in 2026.

E. Membership – Heather Schellinck

- a. Heather referred the Board to her submitted report.

F. CURAC - Susan Holmes

- a. Heather referred the Board to Susan's submitted report.
- b. Linda reported that Specsavers (one of the CURAC member benefits) have opened an outlet in Dartmouth and more are planned for HRM. Note of this will be made in the Newsletter. Lynn noted that she and Marilyn are working on enhancing CURAC's visibility on our Website.

Action: Marilyn to make note of Specsavers as a CURAC member benefit now available in HRM.

Before the meeting adjourned, Ed spoke of his advocacy efforts within the University to have ageism and the contribution that retirees can make recognized as important to diversity, equity, and inclusivity initiatives. A particular example is an not including retirees as eligible for the University DEI award, which he hopes will be rectified.

Next Meeting December 16, 2025 1:00 p.m., followed by the Holiday Social, at the Old Ashburn Golf Club

This meeting is in person only with no plan to livestream or record.

Action: Susan Holmes to let Board members know when their slides need to be to her in preparation for the General Meeting.

Meeting adjourned at 3:05

Submitted by Lynn Johnston