



ADRP

Association of Dalhousie Retirees & Pensioners

Here For You

ADRP Board of Directors' Meeting
Tuesday, January 20, 2026 2:00 p.m.
Zoom

In attendance: Heather Schellinck (Interim President), Randy Barkhouse, Wendy Fletcher, Susan, Holmes, Lynn Johnston, Marilyn Klein, Ed Leach, Linda MacNutt, David Tindall, Jenny White

1. The meeting was called to order by Heather Schellinck at 2:04 p.m.
2. Adoption of the Agenda
 - A. The agenda was accepted on a motion from Randy, seconded by Marilyn.
3. Information Session: Before presenting an audio recording on the experience of some of its members, Ed provided an overview of "Top 7 Over 70", a non-profit organization formed to highlight the contributions of older adults as one strategy to change the stereotypic views on aging. It promotes engaging older individuals, who bring a wealth of experience in many areas, in community endeavours. Its major activity, which also functions as a source of fundraising, is an awards program that celebrates the new successes of adults over the age 70. Funds raised are directed towards partnerships with organizations that provide innovative opportunities for seniors. Ed is spearheading the formation of a chapter in Atlantic Canada and looking to recruit members locally, especially younger seniors for organization longevity. He encouraged interested Board members to contact him and to share this opportunity with friends.
Ed also made note of an upcoming meeting he has with the University to highlight the absence of considering older individuals in its diversity, equity, and inclusivity work, likely an oversight rather than intentional, but short-sighted all the same and important to take action on.
4. Previous Minutes – November 18, 2025
 - A. The minutes were approved as circulated on a motion from David, seconded by Ed.
 - B. Matters arising
 - a) Honorary Membership
On a motion from Randy, seconded by David, there was unanimous approval to name Michael Bradfield as an Honorary Member.
On a motion from Susan, seconded by Linda, there was unanimous approval to name Sid Sodhi as an Honorary Member.
Action: Heather will contact both individuals, informing them of their being named Honorary Members and inviting them to attend the Annual General Meeting in April to receive their honours.
Action: Marilyn will prepare a certificate for presentation to each of the recipients.
 - b) Invitation to Dr. J. McGlone to write an article for the Newsletter (done)
 - c) Acknowledgement of donation to SCANS

Heather has not followed up with nor heard from SCANS regarding the donation made last fall. Susan said that SCANS does plan to send a formal letter of thanks and that Milton Graves is exploring a way to publicly acknowledge ADRP's contribution to the purchase of AV equipment. Heather asked for feedback on what we should suggest SCANS offer ADRP in thanks for this donation. It was suggested that SCANS be asked to allow 5 ADRP members to attend one SCANS course for free each year. If SCANS is unable to administer this, ADRP would be happy to. Susan noted that SCANS is in a deficit position and may decline this request for financial reasons. It was suggested that it might actually benefit SCANS if the ADRP members attending for free subsequently ended up joining the organization.

Action: Heather to ask SCANS to allow 5 ADRP members to attend one SCANS on-line course for free each year.

- d) GIC renewals (done)
- e) CUA notification of change in Treasurer (done)
- f) Payment for Retirement Course (done)
- g) SCANS Truro event on website (done)
- h) Why join the ADRP brochure (done)
- i) Note of Specsavers as CURAC benefit in Newsletter (done)
- j) Correction of Media & Communications Policy

Lynn noted that the term Web Manager should have been used rather than Webmaster in the policy and asked whether the Board was comfortable allowing minor changes in terminology and updates to procedures to be made in the approved terms of reference and job descriptions without seeking formal Board approval. She gave another example of needing to amend the Treasurer's job description to name the businesses we pay yearly fees to for the website, maintaining domain names, and MailChimp. The Board was fine with this, realizing that modifications such as those that change the association's direction or structure would be taken to the Board for discussion and, as needed, for approval.

Action: Lynn to update the Media & Communications Policy and Treasurer's job description.

- k) Proposed By-Laws amendment.

As background, Lynn noted that we have had these proposed amendments on the agenda previously over the last year and that it would be nice to finish this task. On a motion from Lynn, seconded by Randy, the following changes to the By-Laws were proposed, discussed, and approved:

- replace "guide" with "coordinate" to read that the President shall "generally coordinate the activities of the Association;"
- replace "will" with "shall" to read that: "The Membership Chair shall:"
- add "address" after the word email in the second sentence and remove "above" before the word information in the third sentence of the first paragraph of the Membership Chair duties.
- Reorganize the third paragraph of the Membership Chair duties to read: "In January of each year communicate with members who are not part of the pension deduction process, in order to maintain up-to-date records, and invoice them for their annual membership dues."

The rationale for these changes was to better reflect the President's role (guide rather than coordinate), harmonize terminology (use "shall rather than will" as per other Officer roles), allow

the Membership Chair more flexibility in adapting processes to technology changes, and improve grammar.

- it was elected to put the statement regarding a vice-president planning to succeed the President at the end of the President's term in the job description rather than add it to the By-Laws.
- Heather noted that the membership register information comes from the Payroll and Benefits Office and not Retirement Services so no changes should be made in the By-Laws in that regard.

Action: Lynn to prepare approved modifications to the By-Laws for discussion and approval at the Annual General Meeting in April and update the job description for the vice-president position.

5. President's Report – Heather Schellinck

- A. Heather asked for some guidance on identifying individuals to receive financial support to attend the CURAC Conference in May 2026, knowing that some of the allocated money needs to support ADRP's voting member and CURAC Board and Committee members who are ADRP members. Susan noted that each CURAC member association will have only one voting representative in 2026. Lynn encouraged accepting applications from membership at large and having a process similar to last year's sent out in advance of the early bird hotel deadline of February 27.

Action: Heather, Susan, Marilyn, and Lynn work on a process to solicit applications for funding to attend the CURAC Conference in May 2026.

Action: Heather to contact David Zitner (CURAC Health Policy Committee Chair) to see if he will require financial support to attend CURAC this year.

6. Treasurer's Report – Linda MacNutt (written report provided)

- A. Linda commented that the savings account with <\$4 is a holding account for any GICs coming due and not yet been reinvested. It was clarified that the Contingency Fund still exists but was not added to last year given a balance >50,000.
- B. Linda also provided a written office report, noting that any Newsletters requiring printing could be done through Dalhousie printing.

7. Other Reports

A. Benefits – Jenny White

- a. Christine Matheson has resigned from the Benefits Committee and RBAC, so that a new member will be needed representing the early (< 65 years old) retirees. Heather said that she would attend the next RBAC meeting as the third ADRP representative.
- b. There was discussion on whether the RBAC still needs an early retiree representative among ADRP's three representatives. Jenny will get a copy of the RBAC terms of reference and give thought to whether revisions should be brought forward to the RBAC for discussion and approval.

Action: David to send RBAC Terms of Reference to Jenny.

Action: Jenny to contact Marcie Nixon, Board of Governors lead on the RBAC, about scheduling the next RBAC meeting.

- B. Pension – Randy (written report provided)
 - a. Randy noted that whereas the possibility of catch-up indexation looked somewhat promising up to even a few days ago, market volatility this week is making things look considerably less promising.

- C. Communications Committee
 - a. Lynn reported that three bulletins have gone out since the November Board meeting with >99% delivery rates, 25% opening rates, and 10-14% click rates. This is pretty much on par, although our Survey reminder bulletin had 33% opens and the Newsletter update in September had 86% opens.
 - b. Marilyn brought attention to the Special Newsletter on the ADRP history that was written by Lynn. A bulletin announcing it is schedule to go out January 21st. There was discussion on producing a hard copy and Linda was tasked with getting quotes for publishing 20-25 copies. Potential recipients could be the University President, former ADRP president, Honorary members.
Action: Linda get price quotes on publishing the ADRP History.
 - c. A motion to approve opening a Google account for ADRP to allow analysis of website activity using Google Analytics was deferred pending exploring any associated costs.
Action: Marilyn to see if any costs will be incurred for using Google analytics. There was discussion regarding changing the contact email on the web home page from adrp@dal.ca to info@theADRP.ca to facilitate changes made to the person it is directed to at any given time.
Action: Marilyn to make that change to the home page and direct the recipient to Heather for now.
 - d. Communication Survey report deferred to the February meeting.

- D. Membership – Heather Schellinck
 - a. There are currently 872 members with no new memberships in the last three months.
Action: Heather to contact Christine Jamison to see if new membership forms are being directed to Peter Wallace rather than to her.

- E. Nominating Committee - Randy Barkhouse (written report provided)

Randy noted that he still needs one Board and two non-Board members to serve with him on the Committee. He also needs to know which current Board members plan to re-offer and to have a membership list to work from. Susan said that Heather will be attending the January 31 pre-theatre lunch at Gahan House to try and recruit new Board members.

Action: Heather to send Randy the membership list.
Action: Board members to notify Randy by January 27 if they are withdrawing from the 2026-2027 Board. Non-response will be taken as indication of continuing on the Board.

- F. Social Director - Susan Holmes
 - a. Mad Madge preceded by lunch at the Gahan House on January 31st is full.
 - b. Susan has had no responses to her request with someone to help with the Beauty Centre tour. It was suggested that she might try the Department of

Oceanography to see if a student would be interested in earning some money by giving us a tour.

- c. The AGM is booked for the Old Ashburn Golf Club on April 21, 2026 starting at 1:00 p.m. Susan will be away at that time and she will communicate AGM arrangements to Heather.

Action: Susan to send AGM venue details and contacts to Heather.

Susan noted that CURAC is putting a focus on the affinity agreements as several of their affinity partners are questioning the benefit to them, given that CURAC does not have individual members.

8. New Business: Posting Committee Terms of Reference and Director Job Descriptions on the website.

Meeting adjourned at 3:57 p.m.

Submitted by Lynn Johnston

Next Meeting February 17, 2025 1:00 p.m.
Zoom