



# Niagara College Retirees' Association (NCRA)

## Annual General Meeting

Wednesday, June 8, 2016 at 11:00 am  
Niagara College, Niagara-on-the-Lake Campus

### MINUTES

#### 1. Welcome and Introductions

John Clark, President of NCRA, welcomed all retirees and guests to the Annual General Meeting.

The meeting will be finished by 12:00 noon, followed by lunch at Benchmark.

#### 2. President's Report

John Clark introduced the new logo for the Niagara College Retirees Association. The Executive Committee felt it was time to get our own logo, rather than continuing to use the college's logo.

There have been many lunches and activities over the past year. Participation allows members to meet and get to know many people from the college that you may not have known while working at the college. Activities for 2016-17 will be shared in late August or early September.

John thanked and recognized the 2014-16 Executive members.

President – John Clark  
Vice-President – Sandra Watson  
Secretary – Pat Altoft  
Treasurer – Jacquie De Forest  
Membership Convenor – Peter Thompstone  
Communication Convener/Website Administrator – Roy Blake  
Activities Convenor – Carolyn Gould  
Past President – Eleanor Snider

Member volunteers were also thanked for helping to make our Association success. The following volunteers were recognized:

**Activities Committee:** Stu Black, Charlotte Boyd, Beth Dupuis, Tom Fraser, Sandi Martin, Helene Moscato, Colleen St. Amand, Pat Altoft, Carolyn Gould, and Sandra Watson

**Shaw Theatre Tickets:** Peter Rylander

**Student Food Bank:** Helene Moscato

**50/50 Draw:** Isabelle and Lou Seburn

John also thanked all the other volunteers who have assisted in helping to make our organization and our activities a success. Volunteers are always required for events, such as taking photographs or helping with the newsletter. Please let one of the Executive know if you would like to offer your assistance.

3. Treasurer's Report

The 2015-16 Treasurer's Report, for the period ending June 3, 2016, was reviewed. (see Attachment "A").

It was moved by Jacquie De Forest and seconded by Eleanor Snider "THAT the 2015-16 Treasurer's Report be approved as presented."                      CARRIED
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4. (a) Approval of Minutes from the 2015 AGM

It was moved by Jacquie De Forest and seconded by Roy Blake "THAT the minutes of the 2015 AGM be approved as presented."                      CARRIED
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(b) Business Arising from the Minutes

There was no business arising from the minutes.

5. Membership Report

Peter Thompstone, Membership Convenor, presented an up-to-date report on the number of members in the Association. There are currently 130 paid members for 2015-16, including 29 new retirees. Nine employees have or are retiring by the end of June.

The current membership year concludes at the end of August. Members were encouraged to sign up for the 2016-2017 year.

The following NC retirees, who passed away over the past year, were recognized:

Nancy Barber	Sarah Milligan
Bob Bigelow	Bill Mymryk
Bob Bowman	Shirley Roberto
Pat Della Valle	Eric Robinson
John Jocsak	John Russell
Peggy Lewis	Jim Weller
Margaret Macgregor	Bob Young
Bonnie Martyn	

6. Motions on Donation of Funds

(a) NCRA Student Bursary

Helen Armstrong, Student Awards Office, has been very helpful over the years in administering the bursary. The annual report will be available in a couple of weeks. Sean Baker, Electrical Engineering Technology program, is the recipient of \$650 for 2015-16.

It was moved by the NCRA Executive and seconded by Angela North

“THAT we contribute a one-time amount of \$500 to increase the funds in our self-funded annual Niagara College Retirees’ Association Bursary.” CARRIED

(b) Rise ‘n Shine Breakfast

The Rise ‘n Shine breakfast provides free breakfast for students at both campuses on Tuesday and Thursday mornings. SAC is looking at increasing the offerings.

It was moved by the NCRA Executive and seconded by Stu Black

“THAT we donate \$250 to support SAC’s Rise ‘n Shine breakfast program.” CARRIED

(c) S.A.F.E. Emergency Fund

The Student Assistance Fund for Emergencies (S.A.F.E.) is distributed by counsellors to students in emergency circumstances such as:

- to purchase a prescription for depression
- when someone’s wallet was stolen
- to provide assistance to move because of a bedbug issue.

Others, such as OPSEU, also donate to the fund.

It was moved by the NCRA Executive and seconded by Sandi Martin

“THAT we donate \$500 to support the student S.A.F.E. fund.” CARRIED

(d) Student Appreciation Day

Last Fall, we participated in Student Appreciation Day for the first time. The money was used to purchase food items to distribute to students. Office supplies, donated by retirees, were also distributed and were well received by students.

It was moved by the NCRA Executive and seconded by Colleen St. Amand

“THAT we set aside \$250 to be used to purchase supplies that will be given away to students at the Niagara College 2016 Student Appreciation Day.” CARRIED

There are additional funds available for other events and/or donation. If anyone has any suggestions, please forward your suggestions to any member of the Executive.

The issue was raised regarding the ‘unwritten’ rule that membership fees should equal the donations. It was agreed that this is only a guideline. It is important to maintain a minimum balance in the bank account so there are no fees applied.

Although we have purchased equipment in the past, it has been increasingly difficult to find items to purchase within our price range. At the last AGM, it was agreed that we should focus on students and to meet the needs of as many students as possible.

6. Election of Officers - NCRA Executive Committee

Eleanor Snider presented the 2016-2018 slate of officers as follows:

President – Carolyn Gould  
Vice-President – Stu Black  
Secretary – Pat Altoft  
Treasurer – Ron Mottola  
Membership Convenor – Peter Thompstone  
Communication Convener/Website Administrator – Roy Blake  
Activities Convenor – Sandra Watson  
Past President – John Clark

As there were no further nominations from the floor, Eleanor moved that nominations be closed. This motion was repeated two more times. Approved unanimously. Eleanor then formally presented the 2016-2018 NCRA Executive Committee.

7. New Business

There was no new business brought forward.

8. Final Remarks

**Membership Renewal for 2016-17**

The application/renewal form can be found on the NCRA brochure that was distributed prior to the start of the meeting. Members were asked to complete the entire form so that we can confirm that all information is accurate in our NCRA Membership database.

The cost of membership remains at \$15 and may be paid to Peter Thompstone at the end of the meeting, by mailing to the address on the renewal form, or via PayPal. An email will be sent advising when PayPal is set up. Memberships paid by PayPal are \$16 because of the fee charged by PayPal.

9. Adjournment

The meeting adjourned at 11:50 am. Lunch at the Benchmark Restaurant followed the meeting.

Pat Altoft  
Secretary

**NIAGARA COLLEGE RETIREES' ASSOCIATION**  
**FINANCIAL STATEMENT**  
For period ending June 3, 2016

<b>Opening Balance (as of June 9, 2015)</b>	<b>\$3,648.13</b>
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**INCOME**

Memberships - 121 paid members @ \$15.00 fee	\$1,815.00
Member donations to NCRA	\$145.00
Attendee payments received for non-Mandarin luncheons (cash/cheques)	\$4,965.00
PAYPAL (bank deposits for non-Mandarin lunches, social events)	\$1,675.00
Attendee payments received for social event activities (cash/cheques)	\$629.15
Cancelled bus refund	\$100.00
SAFE Fund cash donations - Christmas lunch	\$254.00
50-50 Draw Income	\$386.00
Bank Interest	\$1.50

<b>TOTAL INCOME</b>	<b>\$9,970.65</b>
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PAYPAL (monies not moved from PayPal to NCRA account yet)	<b>\$63.08</b>
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**EXPENDITURES****Expenses**

Office Supplies (cards, stamps, activity brochures, newsletters, website, logo, etc.)	\$755.75
Lunch Expenses: non-Mandarin (includes presenter lunches/honorarium)	\$6,069.22
Xmas lunch social activity expenses	\$124.00
All other social events - activity expenses	\$760.56
<b>Total Association Expenses</b>	<b>\$7,709.53</b>

**Donations**

Niagara College: Top up to NCRA Student Bursary	\$500.00
Niagara College: SAFE Fund donation	\$500.00
Niagara College: Rise & Shine Breakfast donation	\$250.00
SAFE Fund cash donation - Christmas lunch	\$254.00
<b>Total Donations</b>	<b>\$1,504.00</b>

<b>TOTAL EXPENDITURES</b>	<b>\$9,213.53</b>
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**ACCOUNT BALANCES**

<b>Petty Cash</b>	<b>\$100.00</b>
<b>Bank Balance as of June 3, 2016</b>	<b>\$5,064.03</b>