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In Memoriam of all Deceased Members

2009-2010.



Our lives go on without you
But nothing is the same.
The special years will not return
When we were all together.

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

BACKGROUND ITEMS:

- 1. VISION, MISSION, AND STRATEGIC DIRECTIONS**
- 2. BOARD OF DIRECTORS AND COMMITTEES**
- 3. RULES OF ORDER**
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PENSION TENSION TO PENSIONERS' POWER

VISION

- To ensure that pensioners have improved pensions and insured benefits that will contribute to a better quality of life.

MISSION

- By 2011, the Newfoundland and Labrador Public Sector Pensioners' Association will ensure that our pensioners are members of a stronger organization that is successful in advocating for improved pensions and insured benefits for them, and that the NLPSPA is recognized throughout the province for our leadership role in promoting the interests of all pensioners.

STRATEGIC DIRECTIONS

1. Achieve improvements in pensions, insured benefits and overall quality of life for NLPSPA members and pensioners generally;
2. Increase NLPSPA membership;
3. Improve NLPSPA's communications activities;
4. NLPSPA will be recognized as the major pensioners organization in the province.

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

BOARD OF DIRECTORS: 2009/2010

Executive:	Robert Langdon	President
	Sharron Callahan	Vice-President
	Tony Patey	Treasurer
	Bernard Cook	Secretary
Directors:	Ann Bell	Rick Bouzan
	Tom Mills	Bill Shallow
	Pat Roberts	Freeman Pope
	Dorothy Robbins	Wesley Roberts (Western Branch)
	Eric Salter	

NOMINATIONS/AWARDS COMMITTEE

Bernard Cook, Chair
Sharron Callahan

HEALTH COMMITTEE

Tom Mills, Chair
Freeman Pope
Wes Roberts
Eric Salter
John Downton

FINANCE COMMITTEE

Tony Patey, Chair
Sharron Callahan
Robert Langdon
Bernard Cook

CONVENTION PLANNING

Ann Bell, Chair
Barbara Barry
Pat Roberts
Doreen Noseworthy
Dorothy Robbins
Sharron Callahan
Bernard Cook
Ralph Morris

CONSTITUTION/ORGANIZATIONAL REVIEW

Sharron Callahan, Chair
Wes Roberts
Bill Shallow
Bernard Cook
Dorothy Robbins

AGM PLANNING COMMITTEE

Robert Langdon	Bernard Cook
Tony Patey	Sharron Callahan
Jerry Vink	

PENSION ACTION ADVISORY

Bernard Cook, Chair	Rick Bouzan
Sharron Callahan	Bill Shallow
Wes Roberts	Freeman Pope
Eric Salter	

PENSION INVESTMENT COM. REPR.

Eric Salter

HEALTH INSURANCE COM. REPR.

John Downton

STAFF:

Jerry Vink	Executive Director
MaryAnn Chafe	Office Clerk

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
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RULES OF ORDER

1. The meeting shall be called to order at 7:00pm, on Sunday, 12 September 2010.
2. Members wishing to speak, after recognition by the Chair, shall state their full names.
3. If two or more members rise to speak at the same time, the Chair shall decide who is entitled to the floor.
4. Speeches, including the moving of motions, shall be limited to three minutes.
5. No Member shall speak more than once on a question until all who wish to speak have had an opportunity to do so.
6. Any Member, for information purposes, may request that the motion under discussion be re-read, except when another member is speaking.
7. If a Member, while speaking, is called to order, the Member, at the request of the Chair, shall be seated until the question of order has been decided.
8. Any Member, who, upon direction by the Chair, refuses to be seated, shall be subject to suspension for the remainder of the meeting.
9. Any motion moved and seconded becomes the property of the Association and may only be withdrawn with the consent of the assembled members.
10. Questions shall normally be decided by a show of hands, except where the count is in doubt, in which case a roll-call may be ordered.
11. When a roll-call has been ordered, no adjournment shall take place until the results have been announced.
12. A motion to reconsider shall not be entertained unless by a Member who voted with a majority, and the motion received a majority vote.
13. The Chair shall only be entitled to debate on a subject under discussion after the relinquishing the Chair to the Vice-Chair.
14. When provision is not made in these RULES OF ORDER and the issue is not in conflict with the Constitution, Roberts Rules of Order shall apply.
15. These RULES OF ORDER shall govern the conduct of the Association's meeting after the approval by the assembled members at the beginning of the meeting.

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

**AGENDA:
20TH ANNUAL GENERAL MEETING,
SEPTEMBER 12, 2010**

1. Call to Order/Welcome
2. Minute of Silence for Deceased Members
3. Rules of Order for Meeting
4. Agenda for 2010 Meeting
5. Introduction of 2009 – 2010 Board Members
6. Adoption of Minutes of 2009 AGM
7. Nominations Committee Report – Bernard Cook
8. A. Treasurer's/Finance Committee Report – Anthony Patey
B. Presentation of, 2009 Audited Financial Statements – Anthony Patey
C. Appointment of 2010 Auditor – Anthony Patey
D. Membership Fee Increase
9. Presentation & Adoption of Annual Report, President Robert Langdon
 - i. Government Health Benefits Committee (John Downton)
 - ii. Government Pension Investment Committee (Eric Salter)
10. Organizational Task Force Report
10. Amendments to the Constitution
11. Resolutions
12. Other Issues
14. Announcements
15. Adjournment

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

**NEWFOUNDLAND & LABRADOR PUBLIC SECTOR PENSIONERS' ASSOCIATION,
ANNUAL GENERAL MEETING
SEPTEMBER 20, 2009
7:00 P.M.
HOLIDAY INN, ST. JOHN'S**

1. Call to Order:

R. Langdon called the meeting to order at 7:10 PM. He welcomed all those present and drew their attention to the 19th Annual General Meeting Report.

2. Introduction of Executive Director, Jerry Vink:

The President introduced the new Executive Director, Jerry Vink, to the membership.

3. Approval of Rules of Order for Meeting:

Motion: To use then Rules of Order, provided in the Annual Report, for the meeting.
(J. Downton/R. Morris) – **Carried**

4. Constitution of Meeting: Constitution Article v.2; v.5 (Secretary NLPSPA):

Articles v.2 and v.5 were read by T. Stapleton (Secretary). These articles defined the legal requirements to be met by the AGM

5. Adoption of Agenda for 2009 Meeting:

It was proposed that resignations from Board and failure to have conducted two meetings for the membership, as instructed by the AGM in 2008 be added to the Agenda.

Motion: Move the Agenda with the amendments. (F. Day/J. Hawco) – **Carried**

6. Introduction of 2008-2009 Board Members:

R. Langdon introduced all Board Members present at the meeting.

7. Minute of Silence for Deceased Members:

Members held a minute of silence in recognition of deceased members.

8. Adoption of Minutes of 2008 AGM:

A motion to amend the minutes to reflect the actual wording to the resolution proposed by Freeman Pope and seconded by Jerry Conran as follows:

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT BACKGROUND ITEMS

“Whereas approximately 50% of the membership of the NPSPA reside in the immediate St. John’s area

And whereas this area is not served by a Branch

Be it resolved that the Board of Directors be required to hold, in addition to the annual general meeting, a minimum of two membership meetings per annum in the St. John’s area for the purpose of discussing topics of interest to Public Sector Pensioners and to provide a forum for membership interactions.

Motion: To amend the 2008 AGM Minutes with the alteration to #20. (S. Callahan/J. Downton)

Motion: To move the adoption of the 2008 AGM Minutes. (S. Callahan/J. Downton) – **Carried**

9. Nominations Committee Report – Bernard Cook:

Mr. Cook presented a Slate of 6 candidates, less one withdrawal, for the Board. He noted that J. Mercer’s name was withdrawn from the Slate for personal reasons.

- Ann Bell;
- Kevin Aucoin;
- Ralph Morris;
- Renard Ralph Patey;
- Walt Arnold.

He then asked for nominations from floor and the following names were proposed:

- T. Mills nominated B. Shallow. B. Shallow accepted the nomination;
- B. Shallow nominated T. Mills. T. Mills accepted the nomination;
- T. Sullivan nominated R. Bouzan. R. Bouzan accepted the nomination;
- R. Bouzan nominated T. Sullivan. T. Sullivan accepted the nomination;
- E. Salter nominated F. Pope. F. Pope accepted the nomination.

Motion: To close the floor to nominations. (B. Shallow/T. Stapleton) – **Carried**

It was verified at this time that there were 45 qualified voters in attendance. Also, **J. Downton and W. Roberts were appointed as scrutinizers.**

At that point, ballots were circulated and members voted for their candidates. The completed ballots were collected and the scrutinizers withdrew to count the votes while the AGM continued with the next item on the Agenda

10. Treasurers Report – Anthony Patey:

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

A. Treasure's/Finance Committees Report:

The members were informed that the Association is in good financial standings. There was a discussion of the benefits from having partnered with Anthony Insurance for the Association. This partnership led to the hiring of our Executive Director. The new guidelines and policies were also discussed. Members were informed that a new streamlining of our Accounting system would be done.

Motion: To accept the Treasurer's/Finance Committee Report as presented. (T. Patey/A. Bell) – **Carried**

B. 2008 Audited Financial Statements:

R. Bouzan was concerned with the level of the Professional Fees in the past year. He was informed that this was the result of contracting a consultant in the development of the Strategic Plan which included future improvements such as the hiring of an Executive Director. R. Bouzan felt that the membership should have sufficient skills to have completed the process without the significant cost.

E. Salter felt the cost of the 2008 Convention was too much. He was informed that attendance for the convention has risen to over 150 members. The actual cost to the Association is approximately the same as when there was only a simple convention.

J. Morgan raised concern about our investments. He was wondering if we used consultants or not and if they were the same ones used by the Pension Investment Group. He was informed that the Association does not use consultants.

Motion: To accept the Audited Financial Report as presented. (T. Patey/B. Stone) – **Carried**

C. Appointment of 2009 Auditor:

Motion: To appoint Gerald Murphy as the Auditor for the Fiscal Year of 2009. (T. Patey/R. Bouzan) – **Carried**

11. Presentation and Adoption of Annual Report:

The membership was asked to consider and vote on the Annual Report as a whole instead of individual reports. This was to reduce the time this process takes. Some members felt it would be better to break down each report and proceed individually instead of as whole. This would allow for a question period after each report. It was also felt that the Annual Report should be given to members prior to the meeting so as they can read it and be informed.

Motion: To consider and vote on each individual report. (T. Mills/R. Bouzan) – **Defeated**

Motion: To consider and vote on the Annual Report as a whole. (R. Langdon/S. Callahan) – **Carried**

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT BACKGROUND ITEMS

- Pension Investment Committee chair (E. Salter) spoke to his Report. He felt that the investment of the money should have been more fixed income based. The funds are down 23% from previous year's status. R. Morris stated that the numbers are not matching up to the *Green Report*.

J. Morgan wanted to know what type of investments led to this decline. E. Salter informed him that it was done by consultants hired by the Government.

- Group Insurance Committee Chair (J. Downton) spoke to his Report. He informed the membership that the health insurance policy is now on the market. There are a few groups looking into becoming the health insurance provider. The final decision should be completed by late October. R. Morris was concerned that some diabetic supplies are covered at the counter and some are not. What is being done about this? J. Downton informed him that this is being worked on.

- The Coalition Report was also spoken to. Members wondered about the Terms of Reference for the Coalition and how communication works. R. Bouzan felt that the "One Time Payment" option should not have been offered to the Government.

- R. Morris stated that he felt we were owed something. Meetings with government are going well, but we need some information. Are you or are you not going to help us? Pensioners deserve indexing first and foremost. The "One Time Payment" option was more of a last resort.

12. Amendments to the Constitution:

S. Callahan informed the membership that there were no amendments proposed for the following sections of the Constitution:

Article I – no change
Article II – no change
Article III – no change
Article IV – no change

She moved the following amendments:

ARTICLE V, Annual General Meeting

5.c Amended to include Branch Reports, as follows: "receipt of Committee and **Branch** Reports";

7. Amended to include website as a means of notification of Board resolutions, as follows: "thirty (30) days prior to the Annual General Meeting via the Association's newsletter **and/or website**";

8. Amended to also reference circulation of resolutions from the membership via the newsletter and/or website, as follows:

Voting Members of the Association may also bring matters before the Annual General Meeting for consideration by means of pre-submitted resolutions **to be circulated to the membership thirty (30)**

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

prior to the Annual General Meeting via the Association’s newsletter and/or website, or resolutions may be submitted from the floor.

Motion: That sections 5.c, 7 and 8 be accepted as presented. (S. Callahan/ R. Hawco)

It was moved that the motion be amended as follows:

“... thirty (30) days prior to the Annual General Meeting via the Association’s newsletter and website.” And “... pre-submitted resolutions to be circulated to the Membership thirty (30) days prior to the Annual General Meeting via the Association’s newsletter and website...”

Motion: That section 5.c, 7 and 8 be accepted with amendments. (B. Shallow/R. Hawco) – **Carried**

S. Callahan then proposed the following:

ARTICLE VI, Special Meeting

New section 2, identifying a quorum for a Special Meeting, as follows:

The quorum for a special meeting of the Association shall be the same as required for the Annual General Meeting, Article V.6.

Motion: That section 2 be accepted as presented. (S. Callahan/T. Mills)

It was moved that the motion be amended as follows:

“Thirty (30) voting members, including Members of the Board of Directors, shall constitute a quorum for a Special Meeting of the Association.”

Motion: That section 2 is accepted with amendment. (B. Shallow/R. Bouzan) – **Carried**

S. Callahan then proposed the following:

ARTICLE VII, Board of Directors

1. Correction of reference to Article XI, Section 5 (Branches);
2. Unchanged;
3. Correction of name of **Nominations** Committee;
4. Change of time from 10 days to **30 days** to convene a meeting of the **incoming** Board for purposes of electing members of the Executive Committee;
5. **NEW**, specifying when the new Board will assume office, as follows:
The incoming Board of Directors, including the Executive Committee, shall take office effective January 1, following the Annual General Meeting. The outgoing Board and Executive Committee shall retain office until December 31;

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6-13: Renumbered;

14. Clarification of the role of Secretary of **ensuring that** the minutes of the Annual General Meeting, Board meetings, Executive Committee meetings, and any special meetings are **duly recorded**, as opposed to doing this work personally;

15: Renumbered;

16. NEW: addition of the position of Executive Director and his/her accountability, as follows:
The Executive Director is the most senior employee, hired by the Board, and is accountable to the Board through the President. The Executive Director shall participate in all meetings and proceedings of the Board (with voice/no vote) and is an ex officio member of all Board Committees (with voice/no vote);

17-20: Renumbered.

Motion: That sections 4, 5, and 16 be accepted as presented. (S. Callahan/T. Mills) – **Defeated**

It was moved that the motion be amended as follows:

To table section 4 and 5 and section 16 to read “The Executive Director is the most senior employee of the Association, accountable to the Board of Directors through the President. The Executive Director shall participate in the meetings and proceedings of the Board of Directors and the Executive Committee (with voice but no vote), except in meetings or proceedings that are designated as “in camera”. The Executive Director is an “ex officio” member of all Board Committees (with voice but no vote).

Motion: That section is accepted as amended. (B. Shallow/R. Bouzan) – **Defeated**

S. Callahan then proposed the following:

ARTICLE XI: 1. Addition of **Executive Director** to membership of Executive Committee

Motion: To remove this article change as it is now irrelevant. (S. Callahan/A. Bell) – **Carried**

S. Callahan then proposed the following:

ARTICLE XIII: Finances

1 (a), deleted “and shall administer them in accordance with this Constitution”, as the Article outlines all the financial due diligence responsibilities of the Association;

(b) – (f), unchanged;

(g), addition of **“senior staff person”** to replace Administrative Assistant;

(h), changed to reflect **“at least two of the persons authorized as signing officers”**, without restricting it to one having to be the Treasurer or President;

(i) NEW: establish policies for the responsible management of all monies and other assets of the Association;

(j) NEW: ensure that the budgeting and expenditure of all funds are consistent with the objectives of the Association and are in accordance with generally accepted accounting practices and principles;

(k) – (l), renumbered.

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
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Motion: That Article XIII be accepted as presented. (S. Callahan/R. Bouzan) – **Carried**

13. Resolutions:

S. Callahan proposed the following Resolution:

Whereas the organizational structure of the Board of Directors and Executive Committee of the Newfoundland and Labrador Public Sector Pensioners' Association has been in place since the incorporation of the Association in 1994; and,

Whereas, despite minor constitutional changes to the term of office and roles of the Board and the Executive Committee, there has not been a major review of this structure since incorporation; and,

Whereas, it would be prudent and timely to undertake an organizational review that would consider a revised governance and operational model, including a plan for Board and Executive Committee succession, that would better serve the membership:

BE IT RESOLVED that the Board of Directors be directed to conduct an organizational review, to engage such professional consultative resources as required, and to present a renewed structural model for the Association that incorporates a plan of succession and reflects a differentiation of governance and operations for consideration of the membership at the 2010 Annual General Meeting.

Motion: That the resolution be accepted as presented. (S. Callahan/B. Cook)

It was moved that the Resolution be amended as follows:

Be it resolved that the Board of Directors be directed to conduct an organizational review, utilizing internal and volunteer resources, and consulting widely with the Membership, in order to present a renewed structural model for the Association that incorporates a plan of succession and reflects a differentiation of governance and operations, for consideration by the Membership at the 2010 Annual General Meeting.

Motion: That the resolution be accepted as amended. (B. Shallow/T. Mills) – **Carried**
Nay – S. Callahan

14. Other Issues:

1. Resignations – E. Salter wondering why there were so many resignations this year. R. Langdon had no idea why. The membership was informed that T. Sullivan resigned because he felt he was not informed properly about things happening at the Executive Committee meetings. There was also the issue of overspending from his stand point.
2. E. Salter felt it was not right that Maureen Hogan was not mentioned within any of the proceedings.

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT

BACKGROUND ITEMS

3. The issue of two meetings was addressed. Members felt it was a breach of the resolution from last year. R. Langdon informed the membership that this was a year of turmoil. There was a large turnover in the office and Board. Extra meetings require a lot of energy that was not present. B. Shallow felt that the second meeting may have alleviated some of the frustration that was felt in this meeting. It was felt that the Coalition was the leader for the Town Hall Meeting not the Association.
4. R. Bouzan stated that the Pension Committee is now being run under the Coalition. Where does the NLPSPA stand in this group? What are the Terms of Reference for the Coalition? R. Morris stated that he joined the Association for the hard work that was being done and is a proud member of the Association.
5. W. Roberts wanted to inform the Association that on the West Coast the general comments are that it is time to be more active and aggressive.
6. It was felt that the hostility throughout the meeting was not productive. It was stated that we have to work together.

15. Election of Officers:

The Chair of the Nominations Committee announced the names of the new Board Members that were voted in by the membership. These were the following persons:

1. Ann Bell
2. Bill Shallow
3. Freeman Pope
4. Rick Bouzan
5. Tom Mills

Motion: That the ballots be destroyed. (B. Cook/D. Wood) – **Carried**

16. Announcements:

There were no announcements related to AGM matters. Rather, members were reminded of the time that the Convention would start and housekeeping items related to that event

17. Adjournment:

The Annual General Meeting was adjourned at 10:45PM

Submitted by
Bernard Cook,
Secretary, Board of Directors,
Newfoundland and Labrador
Public Sector Pensioners' Association

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
BACKGROUND ITEMS**

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
TREASURER’S AND FINANCIAL REPORTS**

FINANCIAL REPORTS:

- 1. TREASURER’S/FINANCIAL COMMITTEE REPORT**
- 2. AUDITOR’S REPORT AND FINANCIAL STATEMENTS**

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
TREASURER’S AND FINANCIAL REPORTS**

TREASURER’S REPORT

I present to you a copy of the Association’s Financial Statements as of December 31st 2009. The Auditor’s Report is also attached for your review.

The year 2009 ended with a \$17,906 surplus, however it is important that you note that we did not have an Executive Director on for the full year and therefore had some savings in the salaries sub-head. I am not suggesting that we would have witnessed a deficit because there were areas such as Professional Services where we spent temporally to replace our office secretary and to hire both an ED and new secretary and would not do so in the new year. Overall the Association is in good financial health with a stable cash flow to meet our expenditure needs. The budget which has been tabled for 2010 is again very tight with a zero balance. We do not expect to end the year in a deficit but there will be no great surplus either. The point being is that this Association operates very close to the line and has very little room for new projects or programs.

We have been able to increase our cash position in the past two years by partnering with Anthony Insurance. This has permitted us to hire an Executive Director however that is about the extent of it. It is important that we are able to support programs to better the standing of the members. It is as a result of this need I will table at the AGM a proposal to increase membership fees.

The current fee for a member of the NLPSPA is \$1.00 per month or \$12.00 per year. This fee was set in 1991 and has never been changed. With an average of 2% inflation per year, we have seen an erosion of 40% on that revenue stream. In other words to do the projects we were doing in 1991 the fee should have increased by approximately 40%, just to stay still.

The logic behind an increase is that at a minimum the NLPSPA needs to be self sustaining, to the point that we can cover our core expenses. In other words, we need to be in a position to pay our heat bill, our lights, staff and taxes; a position which keeps us alive and independent. For 2010 we have budgeted dues revenue of approximately \$70,000 with expenses at approximately \$100,000. For this we require an approximate 45% increase. There is no advancement on our cause just staying in business.

During the past year, the Association has complied with all municipal, provincial and federal reporting and other statutory requirements. There are no outstanding liabilities and all payables are up-to-date. Again the Association is in good financial shape but has no room to expand its efforts. Is just staying alive good enough, I think not, we need to make a difference.

I wish to thank you for permitting me to serve.

Respectfully submitted,
Anthony W. Patey
Treasurer

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TREASURER’S AND FINANCIAL REPORTS**

**NEWFOUNDLAND AND LABRADOR PUBLIC SECTOR
PENSIONERS’ ASSOCIATION**

FINANCIAL STATEMENTS

DECEMBER 31, 2009

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TREASURER’S AND FINANCIAL REPORTS**

**NEWFOUNDLAND AND LABRADOR PUBLIC SECTOR
PENSIONERS’ ASSOCIATION**

DECEMBER 31, 2009

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TREASURER'S AND FINANCIAL REPORTS**

GERALD MURPHY, C.G.A.
CERTIFIED GENERAL ACCOUNTANT

14 Gibraltar Close
Mount Pearl, NL A1N 3Y7

Tel: (709) 747-6518

AUDITOR'S REPORT

**To the Board of Directors of the Newfoundland and Labrador Public
Sector Pensioners' Association**

I have audited the balance sheet of the Newfoundland and Labrador Public Sector Pensioners' Association as at December 31, 2009 and the statement of revenue and expenditure for the year then ended. These financial statements are the responsibility of the association's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects the financial position of the Newfoundland and Labrador Public Sector Pensioners' Association as at December 31, 2009 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

St. John's, NL
August 13, 2010


Gerald Murphy, C.G.A.
Certified General Accountant

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
TREASURER'S AND FINANCIAL REPORTS**

**NEWFOUNDLAND AND LABRADOR PUBLIC SECTOR
PENSIONERS' ASSOCIATION
BALANCE SHEET
DECEMBER 31, 2009**

ASSETS

	<u>2009</u>	<u>2008</u>
CURRENT		
Cash	\$ 1,452	\$20,287
Investments (Note 3)	106,768	65,101
Grant Receivable - Province	-	5,000
Receivable - other	810	1,250
Interest Receivable	3,957	2,734
Prepaid Expenses	<u>749</u>	<u>-</u>
	113,736	94,372
CAPITAL (Note 2)		
Office furniture and equipment	<u>3,500</u>	<u>3,500</u>
TOTAL ASSETS	<u>\$117,236</u>	<u>\$97,872</u>

LIABILITIES

Current		
Payables and accruals	\$ 1,458	\$ -

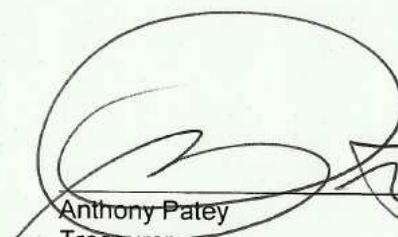
EQUITY

Members' equity	112,278	94,372
Investment in capital assets	<u>3,500</u>	<u>3,500</u>
	<u>\$117,236</u>	<u>\$97,872</u>

Commitment (Note 5)

On behalf of the Board


Robert Langdon
President


Anthony Patey
Treasurer

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
TREASURER'S AND FINANCIAL REPORTS**

**NEWFOUNDLAND AND LABRADOR PUBLIC SECTOR
PENSIONERS' ASSOCIATION
STATEMENT OF REVENUE AND EXPENDITURE
YEAR ENDED DECEMBER 31, 2009**

	<u>Actual 2009</u>	<u>Budget 2009</u>	<u>Actual 2008</u>
Revenue			
Membership fees	\$ 64,678	\$66,500	\$ 65,694
Partnership/Advertising	55,000	57,500	16,443
Barbecue	-	1,600	1,069
Christmas Dinner/Dance	2,885	3,150	3,262
Interest	2,890	1,000	3,114
Convention and AGM	30,780	30,000	29,906
Advertising	2,500	-	-
New Horizons For Seniors - Grant (Note 4)	<u>23,030</u>	<u>-</u>	<u>-</u>
	181,763	159,750	119,488
Expenditure			
Salaries and benefits	45,287	71,390	25,549
Rent	5,849	6,840	6,840
Postage	6,833	9,700	8,934
Printing	7,892	9,540	4,224
Office and administration	6,644	3,950	3,632
Telephone	2,648	3,500	3,253
Professional Services	16,405	4,500	8,927
Convention and AGM	38,641	30,000	33,691
Insurance	1,835	2,000	1,863
Travel	499	3,000	3,502
Business tax	573	580	573
Christmas Dinner/Dance	3,172	3,150	2,962
Barbecue Expense	-	1,500	1,500
Socials	319	500	249
Branches	-	3,300	1,374
New Horizons For Seniors	23,030	-	-
Public relations	3,782	3,300	1,175
Other Meetings	<u>448</u>	<u>3,000</u>	<u>481</u>
	163,857	159,750	108,729
Excess of revenue over expenditure	17,906	-	10,759
Equity			
- beginning of year	<u>94,372</u>	<u>-</u>	<u>83,613</u>
- end of year	<u><u>\$ 112,278</u></u>	<u><u>-</u></u>	<u><u>\$ 94,372</u></u>

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TREASURER'S AND FINANCIAL REPORTS**

**NEWFOUNDLAND AND LABRADOR PUBLIC SECTOR
PENSIONERS' ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2009**

1. Organization

The Association was incorporated under the Corporation Act of the Province on December 29, 1994 as a not-for-profit organization with the overall objective of advocating on behalf of its members who are retired public sector employees.

2. Significant accounting policy

The cost of office furniture and equipment is expensed in the year of purchase. Asset value at year-end is approximately \$3,500.00.

3. Investments

Investments are comprised of bank guaranteed investment certificates as follows:

<u>Issued</u>	<u>Amount</u>	<u>Rate</u>	<u>Maturity</u>	<u>Maturity Value</u>
March 14, 2008	\$ 37,933	4.00%	March 15, 2010	\$ 41,033
January 29, 2008	10,410	4.29%	January 29, 2010	11,324
August 31, 2009	18,425	0.200%	August 31, 2010	18,462
July 14, 2009	30,000	1.35%	January 14, 2011	30,611
January 28, 2009	<u>10,000</u>	1.00%	January 28, 2010	<u>10,100</u>
	<u>\$106,768</u>			<u>\$111,530</u>

4. New Horizons For Seniors Program

During 2009 the Association received a federal grant of \$23,030 under the New Horizons For Seniors program. These funds were expended mainly to supplement the Association's 2009 operating budget. An allocation of grant revenue has reduced operating expense by \$15,159.

5. Commitment

The Association is committed until April 2014 to the rental of office space, which requires total payments of \$38,957, comprised of \$749 monthly over the 52 month period January 1, 2010 to April 30, 2014.

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PRESENTATION AND ADOPTION OF ANNUAL REPORTS**

PRESENTATION AND ADOPTION OF ANNUAL REPORT:

- 1. PRESIDENT’S REPORT**
- 2. GROUP INSURANCE REPRESENTATIVE REPORT**
- 3. PENSION INVESTMENT REPRESENTATIVE REPORT**
- 4. ORGANIZATIONAL REVIEW REPORT**

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2010 PRESIDENT'S ANNUAL REPORT.

Once again, and for my third and last year as your President, it is my pleasure to welcome everyone to our Annual General Meeting and Convention. As this is my final report, I thought I should highlight some of our major achievements during the past three years, whereas a comprehensive report on last year's activities is contained in the AGM Annual Report Appendixes as a supplementary document entitled the *Association's Evaluation Report*. That report details the work done on your behalf by the Board and committees and I am pleased to say that much was accomplished.

The following are some of the highlights which have enabled the Association to move forward in a positive way as we continue the fight for improvements to our pensions and to the overall quality of life for our members:

Corporate Sponsors: Much of what we have been able to do in recent times could only have been possible because of corporate sponsors some of whom are present at this year's Convention. Our partnership with Anthony Insurance, for example, has been a key factor in providing us with the expertise and significant finances necessary to establish a sound management base.

Executive Director: As a result of the partnership with Anthony Insurance, the Association has engaged a part-time Executive Director. This position is pivotal in ensuring that the Association is well managed and is reflected in our policies, programs and the professional image that the Association has earned.

Strategic Plan: The adoption of a three year Strategic Plan has proven invaluable in ensuring that the Association remains focused on its Vision and Objectives. The *Association's Activities Report* is a testimony to the value of good planning.

Pensioners' Coalition: The establishment of a coalition which represents **ALL** public sector pensioners may prove to be the key to achieving our long-term goal of pension improvements. Speaking as one voice on pension issues has promoted the Association to a higher visibility level than previously possible. This is reflected in the reception from Government, the news media and the public at large.

Pensioners' Convention: The decision taken by your Board to hold an annual convention, in conjunction with the AGM, has been very successful. Planning and holding an annual conference has greatly increased the visibility of the Association. Conference sponsors, guest speakers, media coverage and, most important, the attendance of members has resulted in a much broader awareness of the Association throughout the province.

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Government Relations: While our relations with the provincial government previously could be described as good, there is little doubt that the emergence of the Pensioners' Coalition brought a different reaction from Government. For example, following last year's AGM our discussions with government reached a high plateau where we were actually talking about levels of funding and ways to apply benefits to pensions. Unfortunately, the results were not what we wanted, and this led us to actions that will be announced at this year's Convention.

Communications Strategy: Twenty-one years is a long, long time to pursue a goal. Unfortunately many of our colleagues who started this mission are no longer with us. Government's failure to correct the injustices imposed on our pension plan over the years has led the Association to a point where a different strategy must be taken. The details of this new strategy will be announced during the Convention.

IT Improvements: Important actions have been taken to ensure that information required to provide members with various services is in keeping with today's technology. Major improvements have been made to the Association's website, our member data base, and recently, we have been successful in obtaining from Government the long-sought members mailing list. Use of e-mails to communicate with members is also being expanded.

Public Perception: It is difficult to gauge just how the general public perceives the battle that our Association has waged with government over so many years. However experience in communicating with the public through Talk Shows, print media, TV and one-on-one leads me to believe that there is sympathy for our cause. I continue to be amazed over the recognition that the Association and I receive as I travel throughout the province. We are being heard by many. Nonetheless, we recognize that there is a challenge to better inform the public about our cause and an important step will be the launch of our Communications Plan during this conference.

While our Association has made great strides in many areas as referenced above, much remains to be done if we expect to achieve our goals. As I leave office there are several initiatives that warrant attention as we travel on the way forward:

Membership Development: While we have been successful in reversing the recent trend of membership loss and currently enjoy modest growth, there is much more to be done. Our member count of slightly less than 6000 out of approximately 23, 000 public sector pensioners tells the story. Experience in attaining new members in most organizations will show that it seldom works from the top down, which is to say from office to the field. Rather, a solution is to have contacts throughout the province, such as with individuals and small groups. It is at that level that new members can be found.

Public Relations: As referenced above, the Association recognizes the need for improved communications with the public at large. Public support is essential if we are to convince government that our cause is a just one. A major challenge is to engage the thousands of public sector pensioners who are not part of our organization, for if we cannot get their support, how can we expect ordinary citizens to support us?

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New Funding Sources: The cost of administration, communications, research and associated activities are expensive and these costs continue to rise. If we are to continue to expand the organization and provide better services to our members, new sources of funding must be found. In the short term, the proposed members' fee increase would be a big step; however, the Association needs to focus on new corporate sponsors to help fund new projects and programs

As I leave office I must acknowledge the tremendous support I have received from many sources such as staff, Board and committee members, Coalition members, corporate sponsors, the media and many citizens who have lent their moral support. It has been an honor to serve on your behalf and I hope that members will continue to fight for what is rightfully ours.

Sincerely submitted

Robert Langdon
President

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT PRESENTATION AND ADOPTION OF ANNUAL REPORTS

GROUP INSURANCE ADVISORY COMMITTEE REPORT:

It is my pleasure to continue to represent our Association on the government Group Insurance Advisory Committee. This Committee's membership consists of the policy holder and representatives of various sectors that are participants in the Group Insurance Plan. The role of this Committee is to provide advice and input to the policyholder, the provincial Government, through the Minister of Finance and to assist in the effective management of the Government Group Insurance Plan by monitoring the performance of the Plan and the insurance company administering the Plan

The Plan consists of supplementary health and life insurance that is cost shared on a 50/50 basis between employees/retirees and the employer (Government). Optional Dental Insurance and Long Term Disability are optional benefits that are 100% funded by Plan members who opt for this coverage. The current annual expenditure of the cost shared health plans is estimated to be \$67.7 million and the optional dental plan \$11 million

This year, the Insurance Division, in conjunction with the Group Insurance Committee, completed a market study and a review of our Group Insurance Plan. As a result of this process, we are pleased to advise that we have reached a new agreement with Desjardins Financial Security effective April 1, 2010.

In April, 2010, each member received a letter outlining changes to the Plan for the current year. For the current year no increase in premium was necessary for the group health benefits. This was possible because the actual cost of claims was less than what had been projected. Other factors that affected lower claims costs were that proportionally more generic drugs were involved and there were few new pharmaceuticals that historically are higher in cost than existing drugs.

Based on the recent performance of the Plan and anticipated claims for the coming year, a number of Plan improvements with no change in premium rates became effective April 1, 2010.

Some of these changes include:

- **Vision Care:** The coverage amounts for frames and lenses will be increased by \$25. These maximums will still be available every 3 calendar years (no change).

In addition, the Plan will now cover **laser correction surgery** up to a one-time maximum of \$450. However, if you claim this benefit, you will not be eligible to claim any amount for frames and/or lenses for 6 years from the date you have laser correction surgery.

- **Insulin Pumps:** Coverage will be added for adults (17 years and older) up to a maximum eligible expense of \$3,125 (maximum reimbursement is \$2,500) every 5 calendar years.
- **Occupational Therapist:** Coverage will be added with a \$500 per calendar year maximum.

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- **Psychologist:** The requirement for a psychiatrist referral regarding psychological services has been removed. Effective April 1, 2010, a general practitioner referral will be required. This should greatly improve the access to this benefit. In conjunction with this change, we are introducing a new per visit maximum eligible expense of \$65 (approximately \$52 reimbursement) and an annual maximum eligible expense of \$325 per calendar year (approximately \$260 reimbursement).

Optional Dental Insurance: The dental plan is being improved and will now reimburse expenses based on the **2008 Dental Fee Guide** for general practitioners. Currently, expenses are reimbursed based on the 2006 fee guide. *(Full details are available on the Government website.)*

Prescription drugs account for the largest expenditure for the Health Plan. Increased cost in this area continues to be of concern for all groups represented on the Committee. As would be expected, pensioners' groups have significantly higher utilization rates regarding prescription drugs than do active employees. Under our Plan, all participants are experience rated, that is considered equally, in a single pool. Because of this arrangement, premiums for retirees are significantly lower than they would be if their rates were calculated separately on retirees' utilization only.

It is important that all Plan members work together to insure that expenditures under the Plan are utilized for necessary and most cost effective benefits.

Thank you for your support.

John Downton
Government Insurance
Advisory Committee Representative

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GOVERNMENT PENSION INVESTMENT COMMITTEE REPORT

The Pension Investment Committee consists of representatives of the various plan participants and administrators which include: The Public Sector Unions, Government Managers Association, Public Sector Pensioners Association and representatives from the Pension Division of the Department of Finance. It normally meets monthly (except summer months) and is chaired by Mr. Terry Paddon, Deputy Minister, Department of Finance. The Pension Investment Committee advises the Minister of Finance, as trustee, on the operation and investment of the Pooled Pension Fund of the Province of Newfoundland and Labrador.

The primary mandate of the committee is limited exclusively to issues related to the administration and supervision of all investment activities related to the Pool Pension Fund. A number of tasks associated with this mandate are as follows:

1. Monitor overall fund performance with the consultant
2. Review the performance reports as presented by various portfolio managers
3. Establish and periodically fine tune the policy investment asset class strategy mix.
4. Review committee mandate guidelines

The following information was presented in the annual report of the Newfoundland & Labrador Pooled Pension Fund as of December 31, 2009. The Fund is comprised of the Public Service Pension Plan, the Teacher's Pension Plan, the Uniformed Services Pension Plan, the MHA Pension Plan and the Provincial Court Judges Pension Plan.

Individual Plan Balances as of the year end December 31, 2009 were as follows:

Public Service Pension Plan	\$3,366,694,000
Teachers' Pension Plan	\$2,455,972,000
Uniformed Services Pension Plan	\$ 157,523,000
MHA Pension Plan	\$ 11,705,000
Provincial Court Judges Plan	\$ 2,965,000

During 2009 total Pension Plan net assets increased by \$874,829,000 which was a significant improvement over last year's loss of \$1,589,600,000. Total Net Assets available for benefits as of December 31, 2009 were \$5,994,895,000 versus \$5,120,030,000 in the previous year.

The following figures are provided to show the comparison between contributions and disbursements of the various pension plans in the Pooled Pension Fund. It also emphasizes the importance of developing prudent investment strategies and careful monitoring of administrative costs. However, even with the best thought out strategies in place it is still difficult to predict the volatility of world markets and its effect on investing and associated returns.

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Contributions	PSPPP	TPP	USPP	MHAPP	PCJPP
Employee	\$114,008,000	\$43,568,000	\$4,121,000	\$475,000	\$166,000
Employer	\$113,433,000	\$41,342,000	\$3,936,000	\$331,000	\$170,000
Special Payments			\$100,000,000		\$181,000

Total Contributions: \$1,378,887,000

Disbursements

Pensions	\$221,127,000	\$229,894,000	\$17,156,000	\$487,000	\$31,000
Refunds	\$14,693,000	\$4,861,000	\$85,000		
Administrative Costs	\$9,311,000	\$6,032,000	\$311,000	\$60,000	\$10,000

Total Disbursements: (\$504,058,000)

As of December 31, 2009, fund asset class exposure and asset mix policy was as follows:

	<u>At Market</u>	<u>Policy</u>
Canadian Equities	37%	35%
U.S. Equities	20%	20%
Non North American Equities	20%	20%
Real Estate	3%	5%
Canadian Bonds	20%	20%

Note: Since December 31, 2009, continued market volatility has required further adjustments to various investment categories to bring exposure to the market more in line with the policy mix.

Net increases for the year in the number of Plan participants were as follows:

	<u>Active members</u>	<u>Pensioners</u>
Number beginning of year	36,105	22,241
Net additions	1,164	833
Number year end	37,269	23,074

In summary, 2009 was a very positive year from an investment perspective caused primarily by an improvement in world markets. The funds return of 18.9% was 1.7% above the policy benchmark of 17.2%. However, up to mid 2010 indications are again on the negative side with financial investment losses being experienced. This again is due to the unpredictability of world markets. There were two special payments made to the pooled pension fund by government during 2009, On July 7, 2009 a special payment of 100 million dollars was made to the Uniformed Service Pension Plan and later a payment of \$181,000 made to the Provincial Court Judges Pension Plan.

Respectfully submitted,
Eric C. Salter
Government Pension Investment
Committee Representative

**NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
PRESENTATION AND ADOPTION OF ANNUAL REPORTS**

**REPORT TO ANNUAL GENERAL MEETING
SEPTEMBER 12, 2010
ORGANIZATIONAL REVIEW**

BACKGROUND & METHODOLOGY

At the 2009 Annual General Meeting, a Resolution was passed to conduct an Organizational Review of the Association. To undertake this work, a Task Force was established, with Sharron Callahan as Chair and members being Dorothy Robbins, Tom Mills, Bill Shallow, and Jerry Vink (ED).

A Scope of Work document was approved and all articles outlined for the work have been addressed, including a literature review of organizational best practices, an examination of the structures of like organizations, random sampling of members province wide through a pre-determined questionnaire, the development and delivery of a questionnaire to past and current Board members for opinion and input into past organizational structures and practices of the Board and opinion for improvement to current structure and practice, as well as an interview with the Executive Director to draw upon his past Board experiences and gather his opinion for improvement.

MEMBERS, BOARD, AND EXECUTIVE DIRECTOR INPUT

Key findings from the Members included appreciation for the call and an opportunity to chat; pleased that the Association was interested in their opinion; believed that the Association was doing the best it could to further their interests; would attend local meetings, depending on distance from home, time of year and day, weather; limited knowledge of the structure of the Association and therefore, limited input to change; thoroughly enjoyed the newsletter; liked the information contained therein; high praise as principal source of information; very aware of the work being done with Government to improve pensions; keep up this work.

Key findings from the consultation with Board Members (past & current) included: NLPSPA is provincial in intent, if not so in appearance; more and better communications are suggested; Board size appears to be ok; most respondents are satisfied with the current term of office for the Board; number of officers and positions were acceptable; support for a President Elect; position of ED needs reference in the Constitution; undertake a review of Board Committees; recruit Committee members and Board with specific skills; resolutions to be pre-submitted; consider a simpler process for constitutional amendments; consider alternative election methods.

Key findings from the consultation with the Executive Director included confirmation of his role with NLPSPA, term of office and size of Board seems acceptable; supports recruitment using a skills based approach; Board committees need re-examination; supports pre-submission of resolutions; confirmation of the President as the lead public contact person.

Four associations deemed to be like NLPSPA were contacted: Newfoundland Historic Sites Association; Retired Teachers' Association of NL; N & L Basketball Association; and, Hockey Newfoundland & Labrador. The findings were interesting, but of limited value to this review.

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TOP LINE RECOMMENDATIONS FROM REVIEW:

Board size of 12-15 members is suitable for present; term of office as defined is suitable; strengthen the nominations process to identify skills/knowledge needed for an effective Board and recruit accordingly (Nominations Committee); amend Constitution to reference ED (Constitution Committee); amend Constitution to clarify the submission of Resolutions (Constitution Committee); redefine Committees of the Board to distinguish Board functions and operational functions (Executive Committee); and, to support a leadership succession model, bring forward amendments to redefine the term of office for the President and implement a position of President Elect.

Actions Recommended from the Organizational Review:

- 1. Extend the term of office for the President from a one (1) year to a two (2) year term;**
- 2. Create a position of President Elect;**
- 3. Include a reference to the position of Executive Director in the Constitution;**
- 4. The Board to provide direction and support for the additional review work as identified in the “Top Line Recommendations”.**

CONSTITUTIONAL AMENDMENTS

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT CONSTITUTIONAL AMENDMENTS

Constitutional Amendments 2010

The amendments being proposed for consideration at the 2010 Annual General Meeting are the direct result of the recommendations from the Organizational Review. These proposals clarify the submission of Resolutions, support a leadership succession model for the position of President (extended term), the creation of the position of President Elect, and include reference to the staff position of Executive Director.

Article V – Annual General Meeting

Current:

8 Voting Members of the Association may also bring matters before the Annual General Meeting for consideration by means of pre-submitted resolutions to be circulated to the membership thirty (30) days prior to the Annual General Meeting via the Association's newsletter and website, or resolutions may be submitted from the floor.

Proposed:

8 Voting Members of the Association... (delete "resolutions may be submitted from the floor" and replace by " or resolutions shall be in written form and distributed at the beginning of the Annual General Meeting.")

Article VII – Board of Directors

Current:

4. The Board shall, at its first meeting following the Annual General Meeting, elect from their number a President, Vice-President, Secretary and Treasurer together with the immediate Past President to constitute the Executive Committee referred to in Article IX of this Constitution. This meeting shall be convened within 10 days following the Annual General Meeting by the outgoing President or, in his/her absence, by the most senior ranking officer of the previous Executive Committee.
5. If, between Annual General Meetings, the office of President becomes vacant, the Vice-President shall automatically become President.
7. The immediate Past President shall serve as a member of the Board of Directors and a member of the Executive Committee for a period of one (1) year only and shall be required to retire at the end of such year. The immediate Past President shall only be eligible for re-election to the Board in accordance with Article VII, Section 16, of this Constitution.
8. The President or, in his/her absence, the Vice-President shall normally preside at every meeting of the Association. If required, another Member may be selected as Chairperson with the approval of the majority of members present.

Proposed:

- 4 (New) The first meeting of the newly elected Board of Directors shall be convened within ten (10) days following the Annual General Meeting by the serving or outgoing President or, in his/her absence, by the most senior officer of the previous Board.
- 5 (New) The Board of Directors shall, at its first meeting following the Annual General Meeting, elect from their number,
 - (a) a President for a two (2) year term, and the President shall not be eligible for re-election for a second consecutive term;
 - (b) In the first year of the President's two year term, a Vice President for a one (1) year term;
 - (c) In the second year of the President's term, a President Elect, for a one (1) year term, who shall be confirmed as President, for a two (2) year term, upon the completion of the outgoing President's term;
 - (d) there shall be no Vice President during the one (1) year term of the President Elect;
 - (e) a Secretary and a Treasurer, for one (1) year terms, who shall be eligible for re-election for further one (1) year terms, until completion of their term(s) on the Board.

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT CONSTITUTIONAL AMENDMENTS

11. The President is the Senior Officer of the Association and is responsible for the execution of its policies in carrying out the business of the Association. The President shall act in consultation with the Board of Directors and the Executive Committee.
12. **The Vice-President** shall assist the President in his/her duties and, in the absence of the President, function in that capacity.
13. **The Secretary** is responsible for recording the minutes of the Annual General Meeting, Board meetings, Executive Committee meetings, and any special meetings and shall perform such other assigned duties as determined by the Board.
14. **The Treasurer** is responsible for receiving and depositing membership dues and other revenue, the disbursement of funds, preparing monthly financial statements for presentation to the Board, preparing financial statements for presentation to the Annual general meeting, preparing the Annual Budget for submission to and approval of the Board, and for performing other such duties associated with the office of Treasurer.
15. The Board has the power to make by-laws, subject to ratification by the Annual General Meeting.
16. Members of the Board of Directors shall be elected for a term of three (3) years. Retiring Members of the Board of Directors who have served two (2) consecutive three (3) year terms shall not be eligible for re-election for at least one (1) year.
17. Resignations or leave of absence from the Board exceeding two months may be filled by appointment by the Board.
18. The Board of Directors may engage, either with or without remuneration, such Advisers or Consultants as may be necessary to meet the Objectives of the Association.
- 6 (New) If, between Annual General Meetings, the office of President becomes vacant during the first year of the President's two (2) year term, the Vice President shall automatically become President; during the second year of the President's two year term, the President Elect shall automatically become President.
- 7 Current Section 6 unchanged, but renumbered.
- 8 (New) The immediate Past President shall be eligible to serve as a member of the Executive Committee for a period of one (1) year only.
- 9 (New) The President, or in his/her absence, the Vice President or President Elect, shall normally preside...
10-12 Current Sections 9-12 unchanged, but renumbered.
- 13 (New) The President Elect shall assist the President in his/her duties and, in the absence of the President, function in that capacity. Upon completion of the President's two (2) year term, the President Elect shall be confirmed as President for a two (2) year term.
- 14 (Renumbered) The Secretary is responsible for ensuring the accurate recording and maintenance of the minutes of the Annual General Meeting... (remainder unchanged)
- 15-17 Current Sections 14-16 unchanged, but renumbered.
- 18 (New) Section 16 of this Article notwithstanding, if the President's tenure as a Member of the Board of Directors expires before the completion of his/her two (2) year term as President, his/her tenure on the Board of Directors shall be extended for the duration of his/her term as President and for a further year to serve as Past President. In which case, the President, on completion of such extension shall not be eligible for re-election to the Board of Directors for at least one (1) year.
- 19 Current Section 17 unchanged, but renumbered.
- 20 (New) The Board of Directors may engage, with remuneration, the services of an Executive Director as the senior employee of the Association, accountable to the Board of Directors through the President. The Executive Director shall participate in meetings and proceedings of the Board of Directors and the Executive Committee (with voice but no vote), except in such meetings or proceedings that the Board designates otherwise. The Executive Director shall be an "ex officio" member of all Board Committees (with voice but no vote).
- 21 Current Section 18 unchanged, but renumbered.

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CONSTITUTIONAL AMENDMENTS**

Article VIII – Meetings of the Board of Directors

Current:

5 A majority of the Board including the President or a Vice-President shall constitute a quorum for each meeting of the Board. No business shall be transacted at any meeting of the Board unless a quorum is present. In the event of no quorum, an Executive Committee meeting may be held as provided for in Article IX, Section 3, Executive Committee.

Proposed:

5 A majority of the Members of the Board of Directors, one of whom shall be the President, the Vice President or the President Elect, shall constitute a quorum...(remainder unchanged)

Article IX – Executive Committee

Current:

1. There shall be an Executive Committee consisting of the President, Vice-President, Secretary and Treasurer and immediate Past-President.

3. A majority of the members of the Executive Committee, one of whom shall be the President or a Vice-President, shall constitute a quorum for a meeting of the Executive Committee.

Proposed:

1 There shall be an Executive Committee consisting of the President, Vice President or President Elect, Secretary, Treasurer and immediate Past President. The Executive Director shall be an “ex officio” member of the Executive Committee (with voice but no vote).

3 A majority of the Members of the Executive Committee, one of whom shall be the President, Vice President or President Elect, shall constitute a quorum for a meeting of the Executive Committee.

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
APPENDIX A - CONSTITUTION

APPENDICES:

- 1. APPENDIX A – CONSTITUTION**
- 2. APPENDIX B – CALL FOR NOMINATIONS FORMS**
- 3. APPENDIX C – ASSOCIATION’S EVALUATION REPORT**

Newfoundland & Labrador Public Sector Pensioners' Association

Constitution - 2009

Article I, Name, Authority, Location

1. The name of the organization shall be the Newfoundland & Labrador Public Sector Pensioners' Association, hereinafter referred to as the Association.
2. The Association shall have and possess exclusive jurisdiction over all of its affairs.
3. The Association may, from time to time, adopt a badge or emblem.
4. The Registered Head Office of the Association shall be located in the City of St. John's, in the Province of Newfoundland and Labrador, the specific location of which shall be determined by the Board of Directors.
5. The Association has been incorporated under the terms and conditions of *the Corporations Act* of Newfoundland and Labrador. A Certificate of Incorporation was issued out of the Registry of Companies containing the Articles of Incorporation dated December 29, 1994, and has been deposited in the official file of the Association located at the Registered Head Office of the Association. The Association's Registered Corporate Number is 34545-94.

Article II - Objectives

The objectives of the Association are:

1. To unite public sector pensioners who are eligible for membership in the Association.
2. To promote the interests of public sector pensioners by providing a medium for collective action.
3. To advocate on behalf of public sector pensioners to Government regarding the interests of Members.
4. To promote, organize or participate in activities that are in the best interests of Members.

NLPSPA: 20TH ANNUAL GENERAL MEETING – ANNUAL REPORT
APPENDIX A - CONSTITUTION

Article III - Membership

1. Membership shall consist of two classes, being: (a) Voting Members and (b) Non-voting Members.
 - (a) Voting Members are
 - (i) those persons who are in receipt of a Provincial Public Sector Pension or who are surviving spouses of such persons, and who have completed and signed the Association's application for membership form; and ,
 - (ii) Founding Members who were present at the founding meeting of the Association who have paid the prescribed membership dues;
 - (b) Non-Voting Members are either:
 - (i) Affiliate Members who are those persons who are those provincial public sector employees and who are eligible to retire within five (5) years and who have completed and signed the Association's application for membership form and paid the prescribed membership dues;
 - (ii) Associate Members are spouses of Voting or Affiliate Members and are not required to complete the Association's application for membership form;
 - (iii) Honourary Members are those persons whom the Association has, by resolution passed at an Annual General Meeting, been granted a life-time membership as a result of their significant contribution to the well being of public service pensioners; and
 - (iv) Such other classification of Members that the Board may deem desirable.
3. All Non-Voting Members shall be eligible to attend all Annual General Meetings and social functions and may serve on committees subject to the approval of the Board of Directors.
4. Membership dues shall be determined from time to time by the Annual General Meeting on recommendation of the Board of Directors. No membership fees shall be assessed Associate and Honourary Members of the Association.

Article IV - Governing Authority

1. The Association, in Annual General Meeting, shall be the legitimate source of all authority in the Association.
2. When the Association is not in Annual General Meeting, the Board of Directors shall be the governing body of the Association.
3. The Board of Directors shall exercise supervision over all matters which may affect the interests of the Association, and endeavor to further any action decided upon by the

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Association in Annual General Meeting, or such other action as the Board of Directors may deem advisable which is not in conflict with this Constitution.

Article V- Annual General Meeting

1. There shall be an Annual General Meeting of the Association which shall be a meeting of the Board of Directors and Members of the Association.
2. The Annual General Meeting shall be held at a time and place to be decided by the Board of Directors and not later than ten months after the end of the fiscal year.
3. The Board shall give notice of the date of the Annual General Meeting at least thirty (30) days prior to such Meeting.
4. No error or omission in the content of any notice of the Annual General Meeting shall affect such meeting or invalidate the proceedings.
5. The business to be transacted at the Annual General Meeting must include:
 - (a) adoption of the Minutes of the previous Annual General Meeting;
 - (b) receipt of the Annual Report of the Board of Directors;
 - (c) receipt of Committee Reports;
 - (d) receipt of the Treasurer's Report;
 - (e) receipt of the Audited Financial Statements;
 - (f) appointment of auditor(s)
 - (g) receipt of the Nominations Committee Report and election of Board Directors
 - (h) any other matter specified in the notice convening the meeting.
6. Thirty (30) Voting Members, including the Members of the Board, shall constitute a quorum for an Annual General Meeting. No business shall be transacted at an Annual General Meeting unless a quorum is present. If a quorum is not present, the meeting shall be adjourned to a date not more than fifteen (15) days thereafter and the decisions of that meeting shall be binding upon the Association regardless of the number present, provided that sufficient notice of the adjourned meeting has been reasonably distributed through the media throughout the province.
7. The Board may submit its own resolutions to the Annual General Meeting. Those resolutions shall be circulated to the membership thirty (30) days prior to the Annual General Meeting via the Association's Newsletter and website.
8. Voting Members of the Association may also bring matters before the Annual General Meeting for consideration by means of pre-submitted resolutions to be circulated to the membership thirty (30) prior to the Annual General Meeting via the Association's newsletter and website, or resolutions may be submitted from the floor..
9. The Chairperson for the Annual General Meeting may be a Voting or Non-Voting Member, or other designated person, as determined by the Board of Directors.

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10. The Chairperson for the Annual General Meeting, if a Voting Member, shall only be entitled to debate on an issue under discussion by relinquishing the Chair to a another Voting Member until the issue is disposed.
11. All votes shall be by show of hands unless any member requests a vote by written secret ballot.
12. Unless otherwise required by the Constitution, every motion shall be decided in the Annual General Meeting by a majority vote of those present and entitled to vote. If the result of the vote is a tie, the motion shall fail.
13. The Chairperson for the Annual General Meeting, if a Voting Member, shall only be entitled to vote if:
 - (a) the vote is by written secret ballot; or
 - (b) the Chairperson's show of hands vote will change the result of the vote.

Article VI - Special Meeting

1. The President of the Association, upon written request of at least fifty (50) Voting Members of the Association, shall call a special meeting of the Association at any time, providing thirty (30) days prior notice of the date, time and place of such meeting is given to the Board and the Members of the Association.
2. Thirty (30) Voting Members, including the Members of the Board of Directors, shall constitute a quorum for a Special Meeting of the Association.
3. At a special meeting of the Association, the only business which may be dealt with shall be that which has been announced in the notice calling the meeting.

Article VII - Board Of Directors

1. The management of the Association shall be vested in a Board of Directors consisting of twelve (12) voting Members to be elected at the Annual General Meeting and those provided for in Article VII, Section 7 (Past President) and Article XI, Section 4 (Branches).
2. All Members of the Board of Directors shall be nominated and elected by the Association at the Annual General Meeting.
3. All nominees shall be Voting Members of the Association, be present at the meeting in which they are nominated or indicate in writing to the Nominating Committee their willingness to stand for election.
4. The Board shall, at its first meeting following the Annual General Meeting, elect from their number a President, Vice-President, Secretary and Treasurer together with the immediate Past President to constitute the Executive Committee referred to in Article IX of this Constitution. This meeting shall be convened within 10 days following the Annual General Meeting by the

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outgoing President or, in his/her absence, by the most senior ranking officer of the previous Executive Committee.

5. If, between Annual General Meetings, the office of President becomes vacant, the Vice-President shall automatically become President.
6. Vacancies on the Board of Directors that occur between Annual General Meetings may be filled at the discretion of the Board from the general voting membership. Such newly appointed Director(s) shall be entitled to fulfill only the balance remaining of the term and shall be eligible for re-election at the next Annual General Meeting. Time served by the newly appointed Director to the date of the Annual General Meeting shall not count in calculating any subsequent three-year term of election of the said Director.
7. The immediate Past President shall serve as a member of the Board of Directors and a member of the Executive Committee for a period of one (1) year only and shall be required to retire at the end of such year. The immediate Past President shall only be eligible for re-election to the Board in accordance with Article VII, Section 16, of this Constitution.
8. The President or, in his/her absence, the Vice-President shall normally preside at every meeting of the Association. If required, another Member may be selected as Chairperson with the approval of the majority of members present.
9. The President or designate shall be the official spokesperson for the Association in communication with the media.
10. The Board of Directors may authorize the employment of such persons as it may deem necessary to carry out the administration of the affairs of the Association.
11. **The President** is the Senior Officer of the Association and is responsible for the execution of its policies in carrying out the business of the Association. The President shall act in consultation with the Board of Directors and the Executive Committee.
12. **The Vice-President** shall assist the President in his/her duties and, in the absence of the President, function in that capacity.
13. **The Secretary** is responsible for recording the minutes of the Annual General Meeting, Board meetings, Executive Committee meetings, and any special meetings and shall perform such other assigned duties as determined by the Board.
14. **The Treasurer** is responsible for receiving and depositing membership dues and other revenue, the disbursement of funds, preparing monthly financial statements for presentation to the Board, preparing financial statements for presentation to the Annual general meeting, preparing the Annual Budget for submission to and approval of the Board, and for performing other such duties associated with the office of Treasurer.
15. The Board has the power to make by-laws, subject to ratification by the Annual General Meeting.

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16. Members of the Board of Directors shall be elected for a term of three (3) years. Retiring Members of the Board of Directors who have served two (2) consecutive three (3) year terms shall not be eligible for re-election for at least one (1) year.
17. Resignations or leave of absence from the Board exceeding two months may be filled by appointment by the Board.
18. The Board of Directors may engage, either with or without remuneration, such Advisers or Consultants as may be necessary to meet the Objectives of the Association.

Article VIII - Meetings Of The Board Of Directors

1. The Board of Directors shall meet at least four (4) times a year and at such times and places as the members determine or as summoned by the Secretary on the direction of the President.
2. Special meetings of the Board of Directors may be called by the President or by a notice in writing given to the Secretary by any five (5) members of the Board ten (10) days prior to the proposed meeting date. The Secretary shall notify all members of the Board and only such business may be transacted at the special meeting as is named in the notice.
3. Notice of any meeting of the Board of Directors shall be given in writing or by electronic means not less than three (3) days before such meeting. No notice shall be necessary in the case of a meeting held immediately upon the adjournment of an Annual General Meeting.
4. No error or omission in the content of any notice calling a meeting of the Board shall affect such meetings or invalidate the proceedings.
5. A majority of the Board including the President or a Vice-President shall constitute a quorum for each meeting of the Board. No business shall be transacted at any meeting of the Board unless a quorum is present. In the event of no quorum, an Executive Committee meeting may be held as provided for in Article IX, Section 3, Executive Committee.
6. If any member of the Board, without due cause, is absent from three (3) consecutive meetings of the Board this person's position shall be declared vacant by the Board.
7. The Board shall keep minutes of all its meetings and a copy of the minutes of every meeting shall be sent to each Board member.

Article IX - Executive Committee

1. There shall be an Executive Committee consisting of the President, Vice-President, Secretary and Treasurer and immediate Past-President.
2. The Executive Committee shall, in the interval between meetings of the Board, act on matters requiring urgent and special attention that are within the Association's policy and exercise such other powers of the Board as may be delegated to it by the Board; such actions shall be subject to ratification by the Board at its next meeting.

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3. A majority of the members of the Executive Committee, one of whom shall be the President or a Vice-President, shall constitute a quorum for a meeting of the Executive Committee.
4. In accordance with Section 2, the Executive Committee shall keep minutes of its meetings, a copy of which shall be sent to each Board Member.

Article X - Committees

1. The Board shall appoint a Finance Committee, a Constitution Committee and such other Committees as the Board deems necessary.
2. The Board shall approve Terms of Reference for its Committees, which direct specific activities, committee composition, and reporting requirements.
3. Records shall be kept of all Committee meetings and reports to the Board shall be given on a regular basis.
4. Retiring committee members may remain on a committee until the Board of Directors appoints a successor or in the case of a Special or Ad Hoc Committee, that committee has completed its mandate.

Article XI- Branches

1. The Board of Directors of the Association may approve the establishment of a Branch of the Association and local chapters of a Branch of the Association.
2. The primary purpose of a Branch shall be to provide a regional forum for the achievement of the objectives of the Association.
3. The primary purpose of a chapter of a Branch of the Association shall be to provide a formal means for a group of members to provide input to the Branch in achieving the objectives of the Association and to have an opportunity for local social interaction.
4. A Branch shall operate in accordance with the Constitution of the Association. The Board of Directors of the Association may revoke approval of a Branch if it fails to operate in accordance with the Constitution.
5. Any Branch approved by the Board of Directors of the Association shall have the right to appoint one of its members to serve as a member of the Board. These appointments shall be in addition to the members of the Board as provided for in Article VII, Section 1.
6. A Branch, in the conducting of its activities, shall ensure solidarity with the Board of Directors of the Association.
7. A Branch shall report regularly on its activities to the Board of Directors and shall provide an Annual Report to the Annual General Meeting of the Association.

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8. Funding for Branches may be approved by and at the discretion of the Board of Directors based upon the submission of a budget which is to be submitted for the next fiscal year by November 30 in each current year.

Article XII – Remuneration of Members

All Members of the Association shall serve without remuneration and no officer of the Association shall directly or indirectly receive any profit from his or her position. Members of the Association may be paid reasonable expenses incurred by them in the performance of duties relating to the objectives of the Association. The level of remuneration, if any, will be determined by the Board and will be set forth in an appropriate policy document.

Article XIII - Finances

1. The Board shall:
- (a) be trustee of all funds of the Association and of all other assets of the Association;
 - (b) arrange that all funds received by the Association shall, as soon as possible after receipt thereof, be deposited in a registered financial institution in the Province of Newfoundland and Labrador to the credit of the Association;
 - (c) invest any funds of the Association, not immediately required for any of its objects, in such manner as may from time to time be determined by the Board;
 - (d) arrange that all securities of the Association be maintained in such manner as the Board deems appropriate;
 - (e) appoint a qualified auditor who shall make an annual audit of all the books and accounts of the Association and render a report thereon to the Board;
 - (f) arrange for the report of the auditor and the financial statements to be tabled at the Annual General Meeting of the Association which immediately follows the audit;
 - (g) appoint members from the Executive Committee and the senior staff person as signing officers.
 - (h) ensure that all cheques drawn on the Association's account bear the signature of at least two persons authorized as signing officers.
 - (i) establish policies for the responsible management of all monies and other assets of the Association;
 - (j) ensure that the budgeting and expenditure of all funds are consistent with the objectives of the Association and are in accordance with generally accepted accounting practices and principals.
 - (k) ensure the preparation and approval of the annual budget.

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- (1) authorize the payment of expenses on a month by month basis based on the previous year's budget when the new year's budget has not yet been approved by the Board.
2. The financial year of the Association shall be from January 1 to December 31 of the same year.

Article XIV - Rules of Procedure

The rules of procedure governing meetings of the Association, Board of Directors and Executive Committee shall be those contained in Robert's Rules of Order Revised, except as otherwise provided in this Constitution.

Article XV - Amendments

1. Any Voting Member of the Association may propose an amendment to the Constitution in writing to the Constitution Committee. The Board will format proposals for constitutional amendments to be distributed to the general membership at least thirty (30) days prior to the Annual General Meeting at which the amendments are to be voted upon. Such notice shall set forth the article and the section proposed to be amended together with the proposed amendments.
2. Amendments to this Constitution shall come into effect when they have been adopted by a two-thirds ($\frac{2}{3}$) vote of those present and entitled to vote. at an Annual General Meeting.

Approved by: AGM Membership, September 20, 2009

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APPENDIX B – COMMITTEE CALL FOR NOMINATIONS FORM

NAME: _____ Telephone (H): _____
 Telephone (C): _____ Email: _____

Call for Nominations
Committee of the Board

Any Member, who may wish to serve on any of the following Committees, is asked to please indicate their interest by placing a check mark (✓) beside the Committee of preference and placing this form in the box at the Registration Desk for the AGM/Convention. You may indicate an interest for more than one Committee. Please indicate any special skill or qualification you would have that would assist the work of the Committee(s). This form may also be submitted by email to pensioners@npspa.ca

Committee	Interest Yes (✓) No (X)	Qualification(s)
<u>Constitution Committee</u> This Committee is responsible for organizational review, policy development, and constitutional amendments.		
<u>Membership Committee</u> This Committee is responsible to grow the membership of the Association and to establish and support a network of Branches and Chapter of Branches throughout the Province.		
<u>Finance Committee</u> This Committee is responsible for oversight of all financial and related activities of the Association and to ensure that budgeting and expenditures are in accordance with generally accepted accounting practices and principles.		
<u>Health Committee</u> This Committee is responsible to represent the interests of the Association in matters related to the Government Health Insurance Plan and other health related matters in general.		
<u>Nominations/Awards Committee</u> This Committee has general responsibility to ensure the effective succession of candidates for the Board, to recruit a pool of qualified candidates for the Committees of the Board, and to facilitate appropriate recognition of members of the Association.		
<u>Communications Committee</u> This Committee has responsibility to develop a communications strategy for the Association, an annual communications plan, specific communication activities to advance member interests, and to promote the Association as the leading pensioners' organization in the province.		
<u>Convention Planning Committee</u> This committee is responsible for planning the various aspects of the yearly convention. Members serve on such subcommittees as registration, finance, venue, and program.		
<u>Social Committee</u> This Committee is responsible for organizing activities that will encourage members of the Association to interact socially with each other, enhance their relationship with the Association, and support each other in times of personal celebration and discomfort.		

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APPENDIX C – ASSOCIATION’S EVALUATIONS REPORT

EXECUTIVE SUMMARY:

The Association’s *Evaluation Report: Strategic Directions – The Second Year, 2009/2010* covers all the activities carried out over this past year by the Board, volunteers and staff.

Strategic Direction 1: The NLPSPA will seek to achieve improvements in pensions, insured benefits and overall quality of life for its members and pensioners generally.

A tremendous amount of work was done to bring about this year’s Convention. Until July 31, there have been 12 formal planning and co-ordination meetings plus countless volunteer and staff hours to make this event a reality.

We have continued to engage government on two fronts. Our representatives on the group insurance and the pension investment advisory committees have worked hard to represent the members’ interests. On the other hand, the Association has continued to press ahead on promoting enhancements to the pension benefits. This was done through meetings with Government, as well as through various public activities, often in conjunction with our Coalition partners.

The Association, as requested at last year’s convention and as defined in the Action Plan, is starting to identify other areas that affect pensioners’ quality of life. Thus, we are trying to get a grasp on the impact of dispensing fees on their well-being. As well, we will be part of a joint presentation at the Long Term Care and Community Support Consultations. Our Association will focus on the need to have more appropriate Adult Day Services.

Strategic Direction 2: The NLPSPA will increase its membership.

A crucial factor in the success of any organization is the need to maintain accurate contact information on the membership. This allows for a comprehensive delivery of services. Related to this is a growth of membership.

In the latter case, there has been a steady growth totalling 440 members. This is over and above replacement due to natural attrition. In the case of contact information, the Association has completed a painstaking review of every member’s data. This we were able to do because we now have been provided with Government’s most recent contact list.

We will be continuing this process with improving our database to provide us with specific details on the five main groups of membership.

Communications is expensive due to mailing and related costs. Therefore, the Association has begun to develop an e-mail contact list for those that have computer access.

In the year under review, the Association has made strides in updating various information means such as Fact Sheets and application forms. Moreover, we are also responding to requests for more local pensioners’ meetings throughout the province.

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We hope to continue on this course. To meet with members in their own areas and to initiate projects that involve them will be a priority in the new program year.

Strategic Direction 3: The NLPSPA will improve its communications activities

Although the Association has been consistent in its Communications Strategy, it has become clear that our activities need to be improved. During the year, our voice on pension enhancements was heard during two by-elections, during the pre-budget consultations and at various other times.

However, we need to be more professional in this field. Therefore, the Association and its Coalition partners completed a Communications Plan with various components to be initiated in September of this year. On the basis of this activity it is hoped to prepare a more comprehensive plan in the future. A need that is especially crucial with the upcoming provincial election.

In other communications areas, the Association has conducted or initiated some standard communications services. Three newsletters were published. The Association is continuing to modernize its public image. This includes logo redesign, website layout and content revision, as well as redesigning information and other public documents.

Strategic Direction 4: The NLPSPA will be recognized as the major pensioner organization in the province.

The Association conducted a professional survey of randomly selected members. This was part of a larger Governance Review. The Final Report has been completed and once approved by the Board will influence various activities and needs that are pending action.

The Association has also been active in working with our partners in the Coalition. We hope to expand our joint activities based on the new Communications Plan and in response to the upcoming provincial election.

Finally, as the Association becomes more active in promoting issues that involve quality of life, there is a need for more linkages, not only with other pensioners’ groups, but also with seniors’ organizations. We already have informal connections. Hopefully in the coming year these links can be strengthened and become more formalized.

Organizational Strengthening: Implement a number of policies and systems to ensure that Staff can support the realization of the four Strategic Directions

The Board takes its managerial responsibilities seriously. We can only carry out our program mandate if the financial and office supports are conducted in a professional manner.

In the past year, we have implemented systems and controls to ensure that the Association is above reproach. Thus we have met all reporting requirements. We have complied with all municipal, provincial and federal statutes. In addition, there are no outstanding liabilities and all payables are up-to-date.

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Social and Recreational Events:

The Association has had a successful social year. This involved:

- A Christmas Dinner and Dance as a self-funded activity;
- A December “Open House”;
- A Western Branch summer barbecue;
- A summer barbecue as a self-funded activity.

In response to membership and Board instructions, the past Office Administrator, Maureen Hogan, was presented with a Honourary membership in the Association.

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ASSOCIATION’S EVALUATION REPORT

Introduction:

The following Report deals with the Association’s activities during the period from the 2009 AGM to July 31, 2010. It identifies the various activities to reflect the different components of our Strategic Plan.

Rather than a simple listing of activities, the Report includes the Stated Indicators of Success identified in at the start of the program year. This allows for an evaluation whether or not the Association was successful in achieving the goals set for this past year.

STRATEGIC DIRECTION 1: The NLPSPA will seek to achieve improvements in pensions, insured benefits and overall quality of life for its members and pensioners generally.

Action Item 1 and 4 – Refine Policy and Enhance Advocacy Activities:

Stated Indicator of Success 2009/2010: Complete 2010 conference based partially on suggestions made in 2009.

Stated Indicator of Success 2009/2010: Conduct 12 Convention 2010 planning meetings.

Compliance:

- Completed 2009 Convention follow-up items such as acknowledgements and financial reports and compiled and interpreted conference evaluations to act as template for 2010 conference;
- Completed preparations for the 2010 Convention based on suggestions made in 2009 and as defined during the convention planning sessions.
- Conducted 14 Convention 2010 planning meetings.

Stated Indicator of Success 2009/2010: Implement the Action Plan developed as a result of the 2009 conference.

Stated Indicator of Success 2009/2010: Conduct 8 Board meetings.

Compliance:

- Implemented the Action Plan;
- Conducted 7 PAAC meetings.
- Conducted 7 Board Meetings and 5 Executive Committee Meetings;
- Conducted 1 Board “Think Tank” meeting.

Stated Indicator of Success 2009/2010: Prepare and adopt new Privacy Guidelines to reflect new government legislation.

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Compliance:

- No new Privacy Guidelines were developed, however, the following actions were taken:
 - ⇒ All SIN identifiers were stripped from the database;
 - ⇒ All interactions with partners were reviewed to ensure that they met government guidelines;
 - ⇒ Membership application forms were reviewed and amended to meet privacy legislation goals.

Action Item 2 – Engage Government Directly on Policy and Advocacy Items:

Stated Indicator of Success 2009/2010: Participate in, and contribute to, at least 10 meetings of the government advisory committees.

Compliance:

- Government Group Insurance Committee: The Association’s representative participated in 14 advisory meetings with the policy holder;
- Government Pension Investment Committee: The Association’s representative participated in 5 advisory meetings.

Stated Indicator of Success 2009/2010: Prepare and submit at least 1 report to government on Pensions and Related matters.

Compliance:

- The Association’s and the Coalition’s representatives had 2 meetings with the Minister of Finance;
- In February 2010, the Association, in conjunction with the Coalition, submitted a policy paper to Government as part of the Pre-Budget Consultations.

Action Item 3 – Identify Issues Affecting the Quality of Life of Pensioners:

Stated Indicator of Success 2009/2010: Identify at least one quality of life issue and develop and implement an appropriate strategy to address the issue(s).

Compliance:

- Conducted 1 Health Committee meeting;
- Conducted daily reviews of the media and government press releases to identify emerging issues that affect the quality of life of pensioners;
- Identified the cost structure of dispensing fees as an issue that affects the quality of life of pensioners and prepared a basic information/strategy to deal with this issue;

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- Prepared a preliminary report on Adult Day Services as a quality of life issue to be included in a joint presentation at the government conducted Long-Term Care and Community Support Consultation.

STRATEGIC DIRECTION 2: The NLPSPA will increase its membership.

Action Item 1 – Create and Populate a New data Base:

Stated Indicator of Success 2009/2010: Increase membership with at least 200 new members. The base figure is the January 2009 membership of 5454 persons.

Compliance:

- Increased the membership to 5894 persons as of July 31, 2010. This constitutes an increase of 440 persons.

Stated Indicator of Success 2009/2010: Revise the membership database with:

- Updated contact information;
- Maintain an up-to-date database through weekly adjustments;
- System for periodical review and update of contact information;

Compliance:

- Completed an in-depth remediation of the membership data base;
- Conducted weekly updates of the database.
- Successfully completed discussions to receive updated contact information for all our members and commenced a total review and update of all membership contact information based on government records;
- Commenced process to adjust database to provide information on the following groups:

⇒ Active Members 1	= Persons who pay fees and appear on the Government List
⇒ Active Members 2	= Persons who pay annually and require invoicing
⇒ Associate Members 1	= Spouses of Active Members
⇒ Associate Members 2	= Spouses of Deceased Members
⇒ Affiliate Members	= Persons who will retire and who are invoiced annually

Stated Indicator of Success 2009/2010: Complete an e-mail contact list of at least 15 % of the membership.

Compliance:

- Established an e-mail contact list. It presently consists of 575 names (9.8%). These are to be divided into regional lists.

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Action Item 2 – Conduct a Survey of its Members and Potential members:

Stated Indicator of Success 2009/2010: Conducted a survey of members.

Compliance:

- Conducted, as part of the organizational review, a survey of a randomly selected group of 100 pensioners (out of 220 names);
- Findings of the survey have been analysed and incorporated into the organizational review

Action Items 3, 4, and 5 – Undertake Research, Engage in Promotional Activities and Identify Opportunities for Members to be more involved:

Stated Indicator of Success 2009/2010: Undertook Research, Engaged in Promotional Activities and Identified Opportunities for Members to be more involved.

Compliance:

- Performed a preliminary scan to determine availability of *Terms and Conditions of Employment* Agreements to assist in advocacy work regarding enhancement of pensions;
- Redesigned the recruitment brochure to provide more up-to-date information on the benefits of membership and to facilitate recruitment of Affiliate Members;
- Updated the Fact Sheet on pensions.
- Adapted the Conference Pre-registration form to include application for membership. This form is distributed to 22,000 plus pensioners;
- Appealed to members through the newsletter and at a pensioners’ meeting to become more involved through submitting information on dispensing fees; through volunteering in initiating local pensioners’ meetings; and through participation in “peer advocacy” activities.
- Commenced developing Fact Sheets and Strategy to assist in attracting new partners from the private sector to provide benefits to members and to support financial the activities of the Association

Action Item 6 – Expand Activities to Regional basis:

Stated Indicator of Success 2009/2010: Complete at least 1 regional conference and 3 pensioners meetings.

Compliance:

- Conducted Pensioners’ Meetings at St. Teresa’s Parish Hall in St. John’s (March), in Happy Valley Goose Bay (April) and Corner Brook (June)
- Commenced planning for at least one more regional pensioners’ meeting, probably to be held in Bonavista area

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Stated Indicator of Success 2009/2010: Develop and submit for outside funding at least one provincial project proposal to address pensioners’ issues such as the Pensioners’ Advocacy Project identified in the Action Plan

Compliance:

- Prepared and submitted a project proposal to the Age Friendly Program for financial support for the Convention and for regional pensioners’ meetings. This proposal however was not accepted;
- Prepared and submitted for funding a project proposal to the New Horizons program to conduct regional information meetings and to establish a small network of “peer advocates”. At present we are awaiting a verdict on funding;

STRATEGIC DIRECTION 3: The NLPSPA will improve its communications activities

Action Item 1 – Identify and Develop Key Communications messages:

Stated Indicator of Success 2009/2010: Complete a joint series of key communications messages with Coalition partners.

Compliance:

- Responded, on behalf of the Association and the Coalition partners, to various media requests about the concerns of pensioners. This included:
 - ⇒ A series of television interviews of the President of the Board during the September convention;
 - ⇒ Media request during the Terra Nova By-election;
 - ⇒ Two letters to the editors of the Telegram and the Shoreline;
 - ⇒ A follow-up letter to the Telegram in response to the Minister of Finance’s letter.
 - ⇒ One radio interview in follow-up to the Corner Brook pensioners meeting.
- Conducted preliminary discussions with Coalition partners to develop key communications messages.

Action Item 2 and 3 – Develop and Approve a Three-Year Communications Strategy and Approve Annual Communications Plans:

Stated Indicator of Success 2009/2010: Developed and Approved a Three-Year Communications Strategy and Approved Annual Communications Plans.

Compliance:

- The Association and its Coalition Partners have completed a preliminary Communications Plan to be initiated in September. On the basis of this activity it is hoped to prepare a more comprehensive Plan in the future.

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Action Item 4 – Engage in Promotional Activities:

Stated Indicator of Success 2009/2010: Publish 3 newsletters.

Compliance:

- Three newsletters published.

Stated Indicator of Success 2009/2010: Submit a modernized public image proposal for Board consideration. This is to include logo redesign, new Website layout and content revision and newsletter format, including an electronic version.

Compliance:

- Partially redesigned the Association’s Website. This is a work-in-progress and will continue to be a priority during 2010/2011;
- Reviewed and reprinted the application/brochure;
- Continued to refine the guidelines for modernizing the Association’s logo;

STRATEGIC DIRECTION 4: The NLPSPA will be recognized as the major pensioner organization in the province.

Action Item 1 – Undertake a Governance Review:

Stated Indicator of Success 2009/2010: Complete the Governance Review.

Compliance:

- Conducted 12 committee meetings to implement the Governance Review;
- Conducted membership survey – see 2.2 of this Report;
- Report finalized and made ready for circulation.

Action Item 2 – Develop a Plan to Expand the Association’s Presence throughout the Province:

- See Strategic Directions 1, 2 and 3.

Action Item 3 – Establish a System of Appropriate Succession Planning:

- Pending

Action Item 4 – Identify Additional Human Resources:

- Pending Governance Review

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Action Item 5 – Develop a Plan to Better Utilize Membership Skills:

- Pending

Action Item 6 – Financial Needs Assessment:

- See Organizational Strengthening

Action Item 7 – Establish Joint Actions with Other Pensioners Groups:

Stated Indicator of Success 2009/2010: Conduct 15 meetings of the Coalition and Coalition Working Group.

Compliance:

- Conducted 10 meetings with the Coalition partners.

Stated Indicator of Success 2009/2010: Initiate at least 1 new joint direct action with other pensioners groups to increase public and government awareness of pension issues (*i.e.* By-election or public event).

Compliance:

- Conducted a public relations campaign to ensure that pensioners’ concerns received widespread public attention during the Terra Nova and the Topsail by-elections;
- Assisted the Coalition partners in conducting similar campaigns with their own membership.
- Conducted two meetings with NLNA representatives to explore means of establishing a retired nurses’ association;

Stated Indicator of Success 2009/2010: Establish/foster Board-to-Board linkages with other community or governmental organizations that advocate on behalf of pensioners and seniors (*i.e.* Advisory Council on Aging).

Compliance:

- Although many linkages exist, there has not been a formal policy developed on this matter.

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ORGANIZATIONAL STRENGTHENING: Implement a number of policies and systems to ensure that Staff can support the realization of the four Strategic Directions

- Completed Year End Financial Report – 2009;
- Prepared and adopted the 2010 Budget;
- Completed the Audit – 2009;
- Evaluated/adapted the Financial Report process and Budget Control System in anticipation for 2011;
- Complied with all municipal, provincial and federal reporting and other statutory requirements. There are no outstanding liabilities in this area;
- No outstanding liabilities – all payables are up-to-date;
- Set up a new system of revenue and expenses categories using Simply Accounting and Excel to facilitate financial reports and budget control;
- Provided administrative and secretarial support to the Association’s committees.

SOCIAL AND RECREATIONAL EVENTS:

- Complete Christmas Dinner and Dance as a self-funded activity;
- Complete December “Open House”;
- Completed Western Branch summer barbecue;
- Complete summer barbecue as a self-funded activity.