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## RETIREE GROUP MEETING MINUTES

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Wednesday April 20, 2016  
11:30 a.m. | C121

**Attendees:**

Marlene Dong (a)	Gerda Krause ( <i>Chair</i> )
Deanna Douglas (a)	Dawn Palmer
Mel Fearman	Pam Robertson (a)
Martin Gerson	Kristen Vincent
Moira Gookstetter	Gayleen Wren
Eric Grass (a)	
Mike Holmwood	
Ken Jillings	

**Minutes:**

Anna McAuliffe

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The meeting was called to order at 11:30 a.m.

**1. Approval of agenda**

The agenda was approved, with changes, by consensus.

**2. Approval of minutes of April 5, 2016**

The minutes of the meeting of April 5, 2016 were approved by consensus.

**3. Business Arising**

**a) Communications with retirees**

A discussion on communications with retirees was held. Recent listserv postings included a call for convocation volunteers. Kristen inquired about whether committee members were still having an issue replying to posts.

**ACTION: Committee members to test reply capabilities on the next post.**

**ACTION: Mike to re-circulate the updated organizational chart.**

Gayleen requested to step back as administrator on the Facebook page. Mike volunteered to take over with the assistance of Roy Sinn who indicated interest in participating. It was suggested that the slow uptake of participation on the Facebook page may be due to the use of an unrecognizable name on the administrators account.

**ACTION: Gerda to set up a meeting with Marlene to discuss the Facebook page administration.**

**b) Meeting with Justin**

Gerda, Ken and Martin will meet with Justin Yau this afternoon.

**c) Retiree pins**

Gerda reported that Lane agreed with the idea of handing out the retiree pins at the Employee Recognition event and Retiree Luncheon. A discussion on other ways to distribute the pins was held. It was suggested that information about staying connected via the listserv and Facebook page could be included in the letter given to newly retired employees.

**ACTION: HR to update letter template for new retirees to include information about staying connected.**

**d) PSEA survey results**

A brief discussion on the PSEA survey results was held. It was noted that a lot of institutions who responded have not developed retiree programs. [BCIT](#) was identified as a potential model with a formal association constitution and connection with COSCO BC (Council of Senior Citizen Organization of British Columbia). They offer membership benefits including home and travel insurance plans through Johnson Inc., workshops, and advocacy and volunteer opportunities.

Martin provided an update on his conversations with SFU Retirees Association president Jim Boyd. He noted that due to recent changes in the Societies Act, their association will require changes. Moira noted that the Foundation office is dealing with the Societies Act which she has attended workshops about.

**ACTION: Moira to circulate information she has obtained about the Societies Act.**

It was decided that more research should be done on the Societies Act before any decisions are made about the structure of the Langara group. Mel volunteered to review the Societies Act and provide a summary at the next meeting.

**ACTION: Mel to review the Societies Act before the next meeting.**

**ACTION: Ken to research COSCO before the next meeting.**

Martin noted that he will be following up with Jim in a few weeks and will confirm whether he would attend the June 8<sup>th</sup> event as a speaker. If Jim is unavailable, Ken will inquire with someone from the BCIT Retirees' Association.

**4. June Event**

**a) Venue update**

Ken provided an update on his correspondence with the Langara Golf Course. There is flexibility with the configuration of tables but the maximum accommodation is 60 people. The room rental will cover basic staff and service; anything more elaborate may be subject to an additional fee. They do not allow outside alcohol but would be willing to order specific wines at their clubhouse rate if requested.

**b) Meal update**

Ken summarized the menu options that were presented. A discussion on including a vegetarian dish was held. It was decided that a vegetarian option would be required.

**ACTION: Ken to inquire about cost of adding vegetarian course.**

A discussion on whether to charge a fee for this event and what the focus of it will be was held. It was suggested that a nominal fee be charged with all proceeds being donated to the Langara Foundation. It was decided that a \$10 fee would be charged.

**ACTION: Moira to look into payment options.**

**c) Program and/or activities**

Gerda noted she was contacted by Lane's executive assistant about the June 8<sup>th</sup> event and he expressed his interest in attending. A discussion on the event schedule and invitations was held. It was decided that the invitation would be to retiree's first on a first come, first served basis. If numbers are low, the invitation can be opened to other Langarans. The following schedule was proposed:

1. Start with brief welcome by Lane
2. Speaker – tentatively Jim Boyd
3. Emcee (committee member) would share discussion questions and explain process and purpose
4. Dinner and table discussions

**ACTION: Committee members to draft discussion questions for next meeting.**

**d) Promotion**

It was suggested that a mail-out be prepared for this event as it was deemed a successful promotion for the January event.

**ACTION: Kristen to follow-up with Marlene about sending out a mail-out invitation on or before May 8<sup>th</sup>.**

**5. Other**

No other items were presented.

**6. Next meeting**

The next meeting is tentatively scheduled for early May. A poll for the best available date will be circulated.

**7. Adjournment**

The meeting was adjourned at 12:38 p.m.