

MINUTES OF THE MEETINGS
Ottawa, September 19 to 21st, 2018

Meeting with Johnson Insurance, Ottawa, Sept. 19, 2018

Shawn McCord confirmed that the Meet & Greet budget this year has gone up from \$2,500 to \$2,750.

Action: J.P. to inform Conway.

Lynn Nesrallah confirmed that the Johnson inserts will be sent to the Chapters in the next two weeks.

Action: J.P. to inform Chapters requiring that information.

Shawn McCord believes the Fall payout to the Club will be more than last year and should be mailed out in three weeks' time.

Action: J.P. to inform Treasurer.

Heritage Club National Executive Meeting, Ottawa, Sept. 20, 2018

Regina Airport: The Regina Plane Departure issue was discussed, and it was decided that the afternoon of the Banquet would be the official conclusion to the AGM. The Elections and the Charity speaker will have to be accommodated that day.

Instead of a farewell luncheon, we will host a farewell brunch on the last day at 09:00, which will permit an early departure for the airport.

Action: J.P. to advise Conway.

National Accounts: The National Account(s) were discussed and the need to update them. The President and 1st V-P need to be added to the accounts as backup. Also, these account(s) should be accessible on the web.

Action: Nick to provide the necessary paperwork to update these accounts.

Action: Nick to set up web access with account numbers and passwords.

Treasurer Position: The Elections for next year were discussed. As a contingency, we need to identify possible candidates who have the financial/spreadsheet background should the Treasurer's position become available.

Action: J.P. to make announcement at AGM elections.

Scorecard: One Chapter wanted us to look over a proposed amendment for the Scorecard. They were looking for more points when they produce six mailings per year.

The National concern was that Canada Post pays for our mailings and if we encourage more than four mailings per year, it is costing the Corporation more.

We decided that if a chapter felt they needed to send out more than four newsletters per year, they would get an extra point under "Use of other media for promotion", as it is an extra form of communication to members.

Action: J.P. to inform chapter, and at the AGM.

Newsletters: The National Executive is supposed to receive a copy of four newsletters per year from each chapter, but this is not occurring.

For proof that the chapters have fulfilled their obligation, a photocopy of the covering page of each newsletter should be attached to the Activity Report at the end of the year, or a copy of the four newsletters should be posted on the Chapter's web site to get the full points.

Action: Nat. Exec. to remind Chapters before sending in their Activity Reports for 2019.

Donation in Kind: The issue of donation in kind was tabled. We looked at this and felt that the dollar value shouldn't be reported at all.

Action: Nat. Exec. to talk about Activity Report at AGM.

New Awards: J.P. proposed we needed our own design for Awards from now on, and they should have the HC logo. The model he showed looked like the 20th anniversary pin: the logo surrounded by laurels, with scrollwork on the border, and suggested a black piano finish, laser engraved plate.

Action: Claude to discuss with Globe and get a price & a design by the end of the year.

Action: Claude to get new Awards ready for AGM by April 30th, 2019.

Action: Claude to pursue co-branding proposal with Johnson Insurance for Mugs.

Action: Claude to obtain pricing information and design for Golf shirts with HC logo from Globe.

New 30th Pin: The 30th anniversary pin proposal was discussed.

Action: J.P. to present ideas to Canada Post and ask for design assistance.

Faltering Chapters: Updates on some chapters were given. It has been suggested we establish a Working Committee of successful Chapters to look into the problem of dwindling Chapters and make recommendations for change. Several Chapters need to be looked at.

Action: J.P. Agenda item for AGM.

Action: Eldred to lead Committee to study retention of Chapters, succession planning.

Action: J.P. to look at possible alternatives by early January, suggest merges to ensure smooth transitions.

Next CPC Meeting: It was suggested next Canada Post Meeting be scheduled for Mid-March next year.

Action: J.P. to present proposal to Canada Post.

Stunt Doubles: Attendance of Chapter Member to replace sitting Nat. Exec: should we take turns, should we only have geo. proximity as a criteria, should it be considered as a develop. assignment?

Action: Nat. Exec. to decide before an AGM who should attend, if more than one candidate is proposed.

New Equipment: Equipment purchases for AGM's: gifts for attendees, Laptop for A/V presentations.

Action: J.P. to make a suitable equipment purchase in time for AGM that has HDMI, VGA capabilities (laptop, pc viewer).

Action: Claude to buy gifts for draws at AGM.

Action: Claude to liaise with Johnson Insurance to provide co-branded golf shirts at AGM.

Recording of the Minutes: AGM Note taking of minutes by staff: has this eliminated the cost of recording the minutes of the meeting?

Action: It was decided we would keep recording sessions to have a true record of what was said, and also because this is not a big cost (\$1,500) and have both systems of recording.

Printing: Cost of newsletters where CPC is no longer an option for Chapters, and Space issue.

Action: J.P. to present printing issue to Canada Post. We decided space was not a critical issue.

Non-Performance: How to deal with non-performing chapters: should they attend the AGM? We decided attendance at the AGM was the only reward for some Chapters, and to eliminate this would probably result in losing another Chapter.

Action: Penalizing non-performing Chapters on their seed money is being considered. To discuss at AGM.

Quebec AGM: Cost and Rationale of hosting a Bilingual AGM in Quebec in two years. Most felt this was worthwhile as we have the capability of hosting a completely bilingual meeting.

Action: J.P. to discuss cost and strategy with Andre Gagnon. Ask Quebec to prepare a presentation on AGM 2020.

Cost Comparison: Cost analysis of previous five AGM's were looked at. Toronto was the most expensive to date.

Action: After the 2020 AGM, if no one volunteers for a new venue, we may decide to hold AGMs in the Central Canada corridor to keep costs down.

October 5 Promo: October 5 Promotion Day at CPC HO. Venue is for 09:00-14:00. Costs for Gilles Labine attending in Ottawa to be covered by Nat. Exec.

Action: J.P to touch base with Gilles.

Action: J.P. and Claude invited to attend as well.

Scholarships Report: all ready for 2019, 4 judges. We should include scholarship info in our newsletters, right up to June.

Action: Eldred to remind Chapters.

Proposed Amendments: for next year (April 1, 2019 deadline)

Action: Gary to prepare (both languages).

2018 Proposition: Proposition approved and endorsed at last AGM: Costs of No Shows at AGM events, which was approved.

Action: Gary to prepare bilingual insert.

New Links: It was suggested we include the following new links on the National web site: Travel Opportunities, New link to Medoc, New link for Nat. Exec. photo.

Action: J.P. to discuss with Gail.

Canada Post Head Office Meeting, Ottawa, Sept. 21, 2018

AGM Regina: Lori Hennessey, Program Director and her staff committed to attend.

Action: J.P. to liaise with them on Agenda.

Printing: Provide a list of Chapters requiring help in printing to Head Office for possible assistance.

Action: J.P. to provide.

New Heritage Club Pamphlet: Claude has this under his wing.

Action: Claude

Banner: Terri to provide mock up of possible banners, and obtain quotes on cloth or vinyl. Recommend vertical banner in a shipping container. Possible cost \$100-150. Recommend 2 rollups, 2 X 30th Anniversary editions.

Action: Claude to liaise.

30th Pin: Terri to provide design options. Possibly silver finish with Genumark.

Action: Claude to liaise.

Postmark or Meter Indicia: Jim Phillips recommended possibly tagging on to Albert Jackson stamp launch for a first day cover, a framed stamp (see Vicky), or updating current indicia.

Action: Nat. Exec. to decide.

Pension: Still on hold waiting for government to decide. \$5 Billion deficit insolvency on pension.

Benefits: New web site easier to use, recommend everyone migrate to it as per letters to customers.

Pre-retirement seminars: Seminars cost \$3-4,000 per customer.

Action: Claude to ensure updates. Revise “Join the heritage Club!”, add application form on reverse, update info and remove Bob Emmons info. Update required by January 15, 2019.

Santa: Reg. coordinators to contact groups by mid-October. Dec. 10 deadline.

Gilles Labine: 09:00 to 14:00 event October 5.

Action: J.P. to liaise.

Adjourned. Next meeting March 15th, 2019.

Photo of New Exec.