

# Brock University Retirees Association Fonds 1997-2020

RG 799

## Brock University Archives

**Creator:** Brock University Retirees Association.

**Extent:** 25 cm of textual records.

**Abstract:** The fonds is comprised of records relating to the activities of the Brock University Retirees Association. The bulk of the material is meeting agendas and minutes.

**Materials:** Meeting agendas and minutes, constitution.

**Repository:** Brock University Archives

**Processed by:** Chantal Cameron

**Last updated:** September 2022

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**Preferred Citation:** RG 799, Brock University Retirees Association Fonds, 1997-2020, Brock University Archives, Brock University.

**Acquisition info.:** Donated by the Brock University Retirees Association (BURA) in 2011. Additional material was added in 2022.

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**Administrative History:**

The Brock University Retirees Association was established in 1997. The Association seeks to provide the retirees of the University with a forum that encourages them to maintain friendships; provide events as appropriate for the enrichment of retirees; keep its membership informed on matters concerning pension and benefits; and provide input as required to assist the University with events in a mutually beneficial manner.

BURA activities are managed by an elected executive of volunteer members. The group is funded by member fees and the University through the Office of Alumni & Donor Relations.

**Scope and Content:**

The fonds consists of material related to the activities of the Brock University Retirees Association from its inception in 1997. Most of the records are meeting agendas and minutes. The Associations' Constitution is also included. Newsletters were removed and filed separately with the Special Collections periodical collection.

**Organization:** The records were arranged into two series:

Series I, Minutes, 1997-2020

Sub-series A: Executive Minutes

Sub-series B: Annual General Minutes

Series II, Constitution [1997], 2019

**Inventory:****Series I: Minutes, 1997-2020****Sub-series A: Executive Minutes, 1997-2000**

- 1.1 Executive Minutes, 1997-2000. Includes agendas. Items discussed include upcoming social functions; establishing a newsletter; health and dental benefits for retirees; membership issues; and the establishment of an "executive notes" publication and association directory.

- 1.2 Executive Minutes, 2001-2005. Includes agendas. Items discussed include renewal of the medical plan; upcoming social events; the associations' donation of two books to the James A. Gibson Library in honour of Dr. Gibson's 90<sup>th</sup> birthday; membership eligibility; and updating the directory.
- 1.3 Executive Minutes, 2006-2009. Includes agendas. Items discussed include Brock University's continuing financial support of the group; reduced rate or free parking on campus for members; possible membership in the Canada-wide University Retirees' Association; the inclusion of information about BURA in retirement packages distributed by HR; the issue of no-shows at BURA events; upcoming social events; recruiting new executive members and program planning committee members; the terms of reference for executive positions; new ideas for the BURA newsletter; some year-end financial statements; inclusion of a BURA webpage on Brock University's website; a letter and attached questionnaire re: medical and dental benefits for BURA members; and the BUFA retiree trust fund agreement.
- 1.4 Executive Minutes, 2010-2011. Includes agendas. Items discussed include a revised draft of the BURA constitution; upcoming social events; a cost analysis of BURA events from January to April 2010; information about the College and University Retiree Associations of Canada (CURA); a comparison of the Green Shield plan and the Retired Teachers of Ontario plan; a report from the CURA conference; BURA representation on the Brock Pension Committee; the BUFA Health Care Trust Plan; membership news; updates to the BURA website; formation of subcommittees for BURA Archives and BURA/University Relationship; a report on the results of a questionnaire distributed to members re: medical benefits coverage; the Terms of Reference for Executive Positions; Green Shield renewal rates and recommendations for plan coverage; a cost analysis of events held during 2010-2011; and a reduction in membership fees in the Canadian Association of Retired Persons (CARP).
- 1.5 Executive Minutes, 2012. Includes agendas. Items discussed include reformatting the directory as a spreadsheet; group medical benefits; upcoming social events; fees for the medical benefits plan; addressing members who have not paid their BURA fees and their ineligibility for medical benefits; feasibility reports on a proposed BURA website; investigation of the Corsana Plan for medical benefits; the BURA directory being maintained as a small booklet; CARP membership; Executive responsibilities; the establishment of a Protocol/Policies Committee; BURA representation on the Green Shield Health Care Spending Account; BURA representation on the Brock Pension Plan Committee; and the College and University Retiree Association of Canada conference.
- 1.6 Executive Minutes, 2013. Includes agendas. Items discussed include upcoming social events; updates on the Corsana-BURA plan; the development of an Executive Responsibilities document; a request for funds from Brock University; depositing BURA material in the Brock University Archives and Special Collections; a possible liaison committee between BUFA and BURA and related correspondence; the possibility of making informal connections with other retiree organizations, such as Niagara College; the need for a current electronic BURA directory; a draft BURA program for 2013-2014;

membership eligibility; and a newsletter of the College and University Retiree Associations of Canada.

- 1.7 Executive Minutes, 2014. Includes agendas. Items discussed include the annual conference of the Federation of Retiree Associations at Colleges and University Across Canada (CURAC) at McMaster University; the 50<sup>th</sup> anniversary celebrations at Brock; membership eligibility for Brock University employees recently laid off; a note on the viability of the Brock Pension Plan; upcoming social events; a draft BURA fall program; notes re: the health care spending account; and distribution of directories and newsletters electronically and by mail.
- 1.8 Executive Minutes, 2015. Includes agendas, newsletters from Colleges and University Retiree Associations of Canada (CURAC), and correspondence. Items discussed in minutes include publication of the BURA directory; the CURAC Annual General Meeting at Queen's University; a program planning draft of BURA events for 2015-2016; a list of responsibilities for BURA Executive positions; and the reinstatement of an annual grant to BURA from the University; upcoming social events.
- 1.9 Executive Minutes, 2016. Includes agendas and some correspondence. Items discussed in the minutes include upcoming social events; a review of the BURA-Corsana Health Insurance Plan; issues with BURA's email system; discontent with the handling of Brock's Pension Fund and related correspondence; a draft 2016-2017 program overview; plans to celebrate BURA's 25<sup>th</sup> anniversary; a brief prepared for BURA on the Brock Pension Plan, 1975-2016; a membership application form; dealing with members who RSVP for events but do not attend; working with HR to promote BURA to Brock retirees; BURA representation on the University Pension Committee; and the establishment of a Ride Registry list of drivers that could drive other members to events.
- 1.10 Executive Minutes, 2017. Includes agendas and correspondence. Items discussed include upcoming social events; medical group benefits available through the Retired Teachers of Ontario (RTO) and related correspondence; choosing a BURA representative for the Brock Pension Plan Committee; a list of BURA Executive responsibilities; membership eligibility; recruiting councilors for the BURA Executive; a 2017-2018 program outline of BURA events; correspondence re: group and travel insurance benefits for BURA members; correspondence re: recruiting new members for the Executive; development of the 2018-2019 program of events; and correspondence with BUFA re: assistance in recruiting members.
- 1.11 Executive Minutes, 2018. Includes agendas and correspondence. Items discussed include future meeting space for Executive meetings; re-organizing the BURA website; progress on recruitment for membership; upcoming social events; progress on recruitment to the Executive; an overview of the spring and fall programs; a cost analysis of BURA events (2017-2018); a discussion about the practice of Brock University escorting terminated employees off the premises and what action the group might take to address it; the participation of several members at Arts Fest; clarifying the policy re: sending out bereavement notices for members; a financial statement for 2017-2018; a discussion about

the two BURA publications, the newsletter and Executive Notes; an update from the Executive Director of Development and Alumni Relations at Brock University and the relationship with BURA; and ideas for upcoming speakers, presentations, and events.

- 1.12 Executive Minutes, 2019-2020. Includes agendas and correspondence. Items discussed include membership policy; upcoming social events; ideas for upcoming speakers; finalizing constitutional changes; the annual general meeting; updating the BURA webpage; correspondence re: updating the BURA website; fall and winter 2019-2020 events; an event fee for non-members; the annual general meeting; and the possibility of incorporation.

**Sub-series B: Annual General Minutes, 1997-2020**

- 1.13 Annual General Minutes, 1997-2010. Includes agendas. Items discussed include membership fees; a directory of Association members; a medical and dental plan for the Association; financial updates; summaries of social events from the past year; newsletter updates; membership renewal forms; reduced parking rate for members at Brock University; social events for the upcoming year; pension plan updates; newly elected Executive members; proposed changes to the constitution; and updates on benefit packages for Brock retirees.
- 1.14 Annual General Minutes, 2011-2020. Items discussed include the revised constitution; investigation of new benefit plans; updates to the BURA web site; storage of BURA documents in Brock University's Archives & Special Collections; service recognitions; financial updates; update on the university pension committee; an updated group benefits plan; Brock University's 50<sup>th</sup> anniversary and possible participation by BURA members in the celebration; rationale for a fee increase; a review of the past year's social events; newsletter updates; and recommended amendments to the BURA constitution.

**Series II: Constitution, [1997], 2019**

- 1.15 Constitution of the Brock University Retirees Association, [1997], 2019.

**Related Material:**

Brock University Retirees Association. *Brock University Retirees Association newsletter*. St. Catharines, Ont.: The Association  
SPCL PER FC 3155.68 B712 B78

Brock University Retirees Association. *Brock University Retirees Association directory*. St. Catharines, Ont.: The Association  
SPCL FC 3155.68 B745 B76