

BRANCH ANNUAL REPORT

2019-2020

BRANCH: _____

By-Law 5 states in part:

"(e) In order to qualify for any grants from the Association, a branch shall hold a minimum of three meetings a year (an annual meeting between April 1 and May 31 each year with officers either elected at this meeting or elected by popular ballot prior to this meeting to assume their duties as of the following September 1st, at least one meeting during the fall term, and at least one meeting between January and April). Additional meetings or sub-meetings may be held as desired. A report of the meetings of the branches shall be forwarded to the Executive Director of the Association on forms provided on or before June 15 each year."

Therefore, please complete the following:

1. During the **fall**, our branch held the following meeting(s):

| <u>DATE</u> | <u>TIME</u> | <u>Number in Attendance</u> |
|------------------|-------------|-----------------------------|
| _____ . . . 2019 | _____ | _____ |
| _____ . . . 2019 | _____ | _____ |
| _____ . . . 2019 | _____ | _____ |

2. During the **winter/spring** our branch held a meeting(s) on:

| <u>DATE</u> | <u>TIME</u> | <u>Number in Attendance</u> |
|------------------|-------------|-----------------------------|
| _____ . . . 2020 | _____ | _____ |
| _____ . . . 2020 | _____ | _____ |
| _____ . . . 2020 | _____ | _____ |
| _____ . . . 2020 | _____ | _____ |

3. The **annual meeting** of our branch was held:

| <u>DATE</u> | <u>TIME</u> | <u>Number in Attendance</u> |
|------------------|-------------|-----------------------------|
| _____ . . . 2020 | _____ | _____ |

I certify the information in this report is, to the best of my knowledge, correct as recorded in our minutes.

Branch Secretary: _____

E-Mail Address: _____

Due Date: **June 15, 2020**

Return to: Margaret Mott – margaret.mott@nbta.ca or fax 506 453 9795