

1978 AGM call to meeting

As required by the Societies Act and BCTF by-law 8.1, this formal notice of the 1978 Annual General Meeting is being sent to every BCTF member at his/her last known address.

This notice includes: (1) notification of the time and place of the meeting, (2) notification of 15 special resolutions (proposed changes to the by-laws and to the Code of Ethics) to be presented to the meeting, (3) the audited financial statements for 1976-77.

Notice of meeting

The sixty-second Annual General Meeting of the British Columbia Teachers' Federation will be held at the Hotel Vancouver, beginning on Sunday, March 26, 1978 and continuing to Wednesday, March 29, 1978 at 10.00 p.m.

Notice of special resolutions

The meeting will be asked to consider 15 special resolutions, with or without amendment, in the form of 11 recommendations from the Executive Committee, three recommendations from the Representative Assembly, and one resolution from a local association.

The recommendations are:

Recommendation 19: That by-law 1.5 (p. 12) be amended by adding as a second paragraph: 'Honorary Life Members shall not be entitled to vote or hold office when not holding positions as teachers in the public schools of British Columbia.'

Recommendation 20: That by-law 5.1 (a) (p. 12) be amended by changing the date 'July 1' in the fifth line to 'May 1.'

Recommendation 21: That by-law 5.15 (p. 13) be amended to read: 'Budget: When a program budget has been adopted by the Representative Assembly in accordance with by-law 6.10, expenditure beyond any general item of the program budget shall be exceeded only by a resolution assented to by a majority of at least two-thirds of the Executive Committee.'

Recommendation 22: That by-law 6.1 (p. 13) be amended by deleting the final sentence of the second paragraph and replacing it with: 'To these ends the Representative Assembly will adopt procedures to enable Geographical Representatives to have access to documentation provided to members of the Executive Committee.'

Recommendation 23: That by-law 6.12 (p. 14) be amended by deleting all the words in the first sentence following the word 'pursuant' in the third line, and replacing them with the words 'to by-law 5.10 and by-law 5.17 and the decisions of the Judicial Committee made pursuant to by-law 7.2.'

Recommendation 24: That by-law 8.1 (p. 14) be amended by deleting the word 'extraordinary' in the fifth line and replacing it with the word 'special.'

Recommendation 25: That by-law 16 (p. 15) be amended by deleting the words 'extraordinary resolution passed by two-thirds majority' where they appear in the fifth line, and replacing them with the words 'special resolution passed by a three-quarters majority.'

Recommendation 26: That by-law 20 (p. 16) be amended by deleting all the words following the word 'Meeting' in the second line, and replacing them with the words 'by special resolution passed by a three-quarters majority and in accordance with the provisions of the Societies Act.'

Recommendation 27: That by-law 1.5 (p. 12) be amended by:

1. adding as a second paragraph: 'Honorary life members shall be entitled to vote and hold office when not holding positions as teachers in the public schools of British Columbia.'
2. deleting from the second sentence the words 'while holding positions as teachers in the public schools of British Columbia.'

Recommendation 28: That by-law 6.12 be amended by deleting all the words in the first sentence following the word 'pursuant' in the third line, and by replacing them with the words 'to by-law 5.10 and by-law 5.17 and decisions of the Judicial Committee made pursuant to by-law 7.2.'

Recommendation 52: That the Code of Ethics (statement 35.A.02 on p. 71) be amended to include a new article 4: 'The teacher endeavors to foster and maintain adequate learning conditions and environments for pupils.'

(a) That present articles 4, 5, 6, 7 and 8 be renumbered accordingly.

The resolution is:

Resolution 110: From Greater Victoria Teachers' Association. That by-law 5.5 (p. 13) be amended to read:

'If any member of the Executive Committee shall resign from office, or without reasonable excuse be absent from three consecutive meetings of the Executive Committee, or be suspended or expelled from the society, the Executive Committee shall declare the office vacated.'

'Whenever a vacancy shall occur in the Executive Committee, the vacancy shall be filled by appointment by the Representative Assembly until June 30 next following the next Annual General Meeting.'

'If the term of office of the member creating the vacancy would expire on June 30 following and the vacancy arises after the Annual General Meeting has adjourned, no appointment shall be made to fill the unexpired term of office.'

The following three recommendations were approved by the Executive Committee after Reports and Resolutions, Book 1 was printed. They will be included in Book 2 and will be assigned the correct numbers at that time.

Recommendation XX: That by-law 1.1(b) (p. 12) be deleted and replaced by: 'Persons not required by the Public Schools Act to be active members of the federation may on application to the Executive Committee be granted active membership valid from the time of approval until the end of the membership year. Applications for membership in the subsequent membership year may be presented, and if approved by the

Executive Committee before September 30, active membership granted under this by-law will be deemed to have been continuing and may be approved by the Executive Committee in the same manner from year to year.'

Recommendation YY: That by-law 5.5 (p. 13) be amended by deleting the date of June 30 wherever it appears and replacing it by the date of April 30.

Recommendation ZZ: That by-law 15 (p. 15) be deleted. (Note: To facilitate changes required by revisions to the Societies Act.)

Report of the Nominating Committee

The Nominating Committee presents the following names (in alphabetical order) of BCTF members who have been nominated pursuant to by-law 5.4 for positions on the Executive Committee for the year 1978-79. Additional nominations may be made from the floor of the Annual General Meeting.

For President: Pat Brady (Prince George), Julia Goulden (Burnaby)

For First Vice-president: Allen Blakey (Vancouver), Peter Minshull (West Vancouver)

For Second Vice-president: Marjatta Chapman (Maple Ridge), Ken Smith (Kamloops)

For Members-at-Large: June Bernauer (Kitimat), John Collins (Maple Ridge), Pauline Galinski (Powell River), Dawn Hilborn (New Westminster), Catharine Houston (Queen Charlotte), Tom Krail (Nanaimo), Mick McGarry (Central Okanagan), Steve Norman (Vancouver), Alexandra Pazitch, Bob Reilly (Courtenay), Gerry Retallick (Richmond), Ellen Scully (Queen Charlotte), Ben Thomas (Langley)

The Nominating Committee consists of the geographical representatives, with Roger Engelbracht (Invermere) as chairperson.

BCTF Financial Statements to June 30, 1977

To the Members,
British Columbia Teachers' Federation

We have examined the balance sheet of the British Columbia Teachers' Federation as at June 30, 1977 and the statements of revenue and expenditure and surplus and changes in financial position for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion the financial statements present fairly the financial position of the Federation as at June 30, 1977 and the results of its operations and changes in its financial position for the year then ended, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

As the 1977-1978 budget represents estimates of future transactions, we do not express an opinion on the budget.

Vancouver, B.C.
September 12, 1977

JARRETT, GOULD & ELLIOTT
Chartered Accountants

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1977

1. SUMMARY OF ACCOUNTING POLICIES

- (a) Planning programming and budgeting system (PPBS) is the method of accounting adopted by the Federation to allocate expenses by purpose of expenditure rather than by type of expenditure.
- (b) Inventories are valued at the lower of cost and net realizable value.
- (c) Depreciation is calculated on the reducing-balance method at the following rates:
- | | |
|--|---------------|
| Federation buildings | 20% per annum |
| Federation furniture and equipment | 20% per annum |
| Federation parking lot improvements | 4% per annum |
| Federation land and properties held as investments have not been depreciated in the current year as it is estimated their current market values exceed cost. | |
- (d) The British Columbia Teachers' Federation Staff Retirement Plan was amended effective July 1, 1975. The amendments created an unfunded liability for past service cost, based on actuarial studies made as of July 1, 1975 in the amount of \$206,810. This amount is being funded at \$21,221 annually over a period of fifteen (15) years.

2. INVESTMENT IN PROPERTIES

	Cost	Accumulated Depreciation	Net Book Value 1977 & 1976
1601 West Broadway			
Land	\$ 56,528		\$ 56,528
Building	25,114	25,114	
Sixth Avenue			
Land and buildings	252,022		252,022
Totals	<u>\$333,664</u>	<u>\$25,114</u>	<u>\$308,550</u>

The current market value of these investment properties is estimated to be in excess of \$1,300,000.

3. FEDERATION OFFICE BUILDING AND EQUIPMENT

	Cost	Accumulated Depreciation	Net Book Value 1977	1976
Land	\$ 263,496		\$ 263,496	\$ 263,496
Buildings	1,149,943	294,808	855,135	854,377
Furniture and equipment	449,548	238,024	211,524	153,374
Totals	<u>\$1,862,987</u>	<u>\$532,832</u>	<u>\$1,330,155</u>	<u>\$1,271,247</u>

4. QUALITY EDUCATION FUND

In accordance with a resolution of the 1977 annual general meeting, the balance on hand in the Quality Education Fund as at March 31, 1977 was transferred to the Reserve Fund.

5. AUDIT COMMITTEE

The Audit Committee comprises members of the Finance Committee who have reviewed these financial statements with the auditors of the B.C. Teachers' Federation. The Finance Committee has recommended approval of these financial statements by the Executive Committee on behalf of the members as a whole.

STATEMENT OF REVENUE & EXPENDITURE & SURPLUS for the YEAR ended JUNE 30, 1977

	Budget 1978	1977	1976
REVENUE			
Membership fees	\$5,468,240	\$6,662,026	\$5,037,438
Less allocations			
Salary Indemnity Fund	(1,059,240)	(1,037,215)	(951,913)
Reserve Fund		(280,467)	(277,050)
Quality Education Fund		(959,173)	
	<u>4,409,000</u>	<u>4,385,171</u>	<u>3,808,475</u>
PROGRAM EXPENDITURES			
Government of the Federation	1,092,779	968,503	718,074
Management	309,871	219,568	299,481
Administrative & building services	1,169,953	1,055,472	991,293
Promotion of education process	1,035,506	849,510	729,401
Salaries, income protection & working conditions	451,370	424,238	344,554
Influencing public education policy	403,920	364,260	256,850
Other	93,639	90,107	82,676
	<u>4,557,038</u>	<u>3,971,658</u>	<u>3,422,329</u>
REVENUE IN EXCESS OF PROGRAM EXPENDITURES before extraordinary items	(148,038)	413,513	386,146
EXTRAORDINARY ITEMS — Costs of Building Expansion Program			97,873
NET REVENUE (Expenditure)	(148,038)	413,513	288,273
SURPLUS at beginning of year	2,497,509	2,083,996	1,795,723
SURPLUS at end of year	<u>\$2,349,471</u>	<u>\$2,497,509</u>	<u>\$2,083,996</u>

STATEMENT OF CHANGES IN FINANCIAL POSITION for the YEAR ended JUNE 30, 1977

	Budget 1978	1977	1976
SOURCE OF CASH			
Net revenue (expenditure) before extraordinary items	\$(148,038)	\$ 413,513	\$ 386,146
Item not requiring the outlay of cash — depreciation	65,000	81,103	60,301
	(83,038)	494,616	446,447
	<u>65,000</u>	<u>1,781,832</u>	<u>360,730</u>
Net increase in Special Funds	(83,038)	2,276,448	807,177
USE OF CASH			
Purchase of furniture and equipment and improvements to building	138,000	140,011	172,048
Investment in property			100,473
Building expansion program			71,119
Increase in current assets other than cash and marketable securities less increase in current liabilities	30,000	161,656	(440,153)
Increase in Reserve Fund cash and marketable securities		975,366	200,000
Increase in Salary Indemnity Fund cash and marketable securities		593,467	660,650
	<u>\$ 168,000</u>	<u>\$1,870,500</u>	<u>\$ 764,137</u>
INCREASE (DECREASE) IN CASH AND MARKETABLE SECURITIES	(251,038)	415,948	43,040
CASH AND MARKETABLE SECURITIES — general, at beginning of year	499,444	93,496	50,456
CASH AND MARKETABLE SECURITIES — general, at end of year	<u>\$ 248,406</u>	<u>\$ 499,444</u>	<u>\$ 93,496</u>

BALANCE SHEET JUNE 30, 1977

ASSETS	1977	1976
CURRENT ASSETS		
Cash and marketable securities		
—general	\$ 499,444	\$ 93,496
—Salary Indemnity Fund - Schedule "2"	1,515,766	922,299
—Reserve Fund	1,299,381	324,015
Accounts Receivable		
—fees	578,247	403,434
—Salary Indemnity Fund - Schedule "2"	575,675	407,036
—Reserve Fund	51,761	10,425
—other	54,572	50,490
Inventories	91,756	88,786
Prepaid expenses	4,722	39,907
	<u>4,671,324</u>	<u>2,339,888</u>
INVESTMENT IN PROPERTIES (Note 2)	308,550	308,550
FEDERATION OFFICE BUILDING & EQUIPMENT (Note 3)	<u>1,330,155</u>	<u>1,271,247</u>
	<u>\$6,310,029</u>	<u>\$3,919,685</u>

LIABILITIES, SPECIAL FUNDS AND SURPLUS

CURRENT LIABILITIES		
Accounts Payable	\$ 173,232	\$ 67,431
Salary Indemnity Fund - Schedule "2"	865,764	774,307
Provincial Specialist Associations	59,866	62,125
	<u>1,098,862</u>	<u>903,863</u>
SPECIAL FUNDS		
Salary Indemnity - Schedules "1" and "2"	1,223,770	553,671
Reserve - Schedule "3"	1,469,933	343,943
W.R. Long Memorial International		
Assistance - Schedule "4"	14,955	24,970
Quality Education (Note 4) - Schedule "5"		465
Other - Schedule "6"	5,000	8,777
	<u>2,713,658</u>	<u>931,826</u>
SURPLUS	<u>2,497,509</u>	<u>2,083,996</u>
	<u>5,211,167</u>	<u>3,015,822</u>
	<u>\$6,310,029</u>	<u>\$3,919,685</u>

**SCHEDULE 1
SALARY INDEMNITY FUND
for the YEAR ended JUNE 30, 1977**

	1977	1976
REVENUE		
Allocation of fees	\$1,037,215	\$ 951,913
Teacher share of Unemployment Insurance premium reductions	558,784	477,433
Investment income	135,240	51,405
	<u>1,731,239</u>	<u>1,480,751</u>
EXPENDITURES		
Claims - current year	907,385	1,113,668
adjustment of prior year's estimate - note	(115,057)	
Pension contributions	165,000	150,215
Administration charge	87,000	78,000
Stop-loss insurance	16,812	14,336
	<u>1,061,140</u>	<u>1,356,219</u>
NET REVENUE	670,099	124,532
FUND BALANCE at beginning of year	553,671	429,139
FUND BALANCE at end of year	<u>\$1,223,770</u>	<u>\$ 553,671</u>

NOTE: The amount of \$115,057 represents an adjustment of the estimate at June 30, 1976 of the claims attributable to the year then ended. The Fund's actuary believes that given the nature of the Fund, and the lack of historical information available for forecasting purposes, differences of this magnitude between estimated and actual claims are to be expected.

**SCHEDULE 2
SALARY INDEMNITY FUND
for the YEAR ended JUNE 30, 1977**

	1977	1976
FUND BALANCE represented by		
Marketable securities	\$1,515,766	\$ 922,299
Receivables - fee revenue	108,917	95,040
Unemployment Insurance premium rebates	388,275	271,576
investment income	78,483	40,420
	<u>575,675</u>	<u>407,036</u>
	2,091,441	1,329,335
Payables - claims	602,100	615,547
pension contributions	251,187	142,914
stop-loss insurance	7,312	
BCTF and local association fees	5,165	15,846
	<u>865,764</u>	<u>774,307</u>
NET ASSETS	1,225,677	555,028
BALANCE due to general funds	1,907	1,357
FUND BALANCE at end of year	<u>\$1,223,770</u>	<u>\$ 553,671</u>

**SCHEDULE 3
RESERVE FUND
for the YEAR ended JUNE 30, 1977**

	1977	1976
REVENUE		
Allocation of fees	\$ 280,467	\$277,050
Investment income	54,962	10,425
	<u>335,429</u>	<u>287,475</u>
EXPENDITURES		
Trail dispute	8,820	
Ontario Secondary School Teachers' Association		28,909
BCTF Action Plan Program		28,880
Political Action Program		9,758
	<u>8,820</u>	<u>67,547</u>
NET REVENUE	326,609	219,928
QUALITY EDUCATION FUND		
Balance as at March 31, 1977		
Schedule "5"	799,381	
FUND BALANCE at beginning of year	343,943	124,015
FUND BALANCE at end of year	<u>\$1,469,933</u>	<u>\$343,943</u>
FUND BALANCE REPRESENTED BY		
Cash and marketable securities	\$1,299,381	\$324,015
Accounts Receivable	51,761	10,425
	<u>1,351,142</u>	<u>334,440</u>
Balance due from general fund	118,791	9,503
FUND BALANCE at end of year	<u>\$1,469,933</u>	<u>\$343,943</u>

**SCHEDULE 4
WILLIAM R. LONG MEMORIAL
INTERNATIONAL ASSISTANCE FUND
for the YEAR ended JUNE 30, 1977**

	1977	1976
REVENUE		
Allocation of fees	\$ 56,092	\$ 55,466
EXPENDITURES		
Canadian Teachers' Federation		
Project Overseas	36,000	28,300
Overseas Book Centre	5,000	4,000
Exchange teachers	17,628	3,650
International Development Education Resource Association	2,000	
Canadian Students Overseas	1,000	
Cansave Children	1,000	
Sundry	3,479	3,668
	<u>66,107</u>	<u>39,618</u>
NET (EXPENDITURE) REVENUE	(10,015)	15,848
FUND BALANCE at beginning of year	24,970	9,122
FUND BALANCE at end of year	<u>\$ 14,955</u>	<u>\$ 24,970</u>

**SCHEDULE 5
QUALITY EDUCATION FUND
for the YEAR ended JUNE 30, 1977**

REVENUE		
Allocation of fees	\$959,173	
Investment income	13,086	\$972,259
EXPENDITURES		
Anti-Inflation Board Campaign	100,048	
Core Curriculum and Provincial Language Assessment Program	50,182	
Commission on Education Task Force	10,539	
Other	12,574	173,343
NET REVENUE		798,916
FUND BALANCE at beginning of year		465
TRANSFERRED TO RESERVE FUND as at March 31, 1977 - Schedule "3"		(799,381)
FUND BALANCE at end of year		<u>\$ Nil</u>

NOTE: There was no change in the Fund Balance during the year ended June 30, 1976.

**SCHEDULE 6
OTHER FUNDS
for the YEAR ended JUNE 30, 1977**

	1977	1976
CHARLESWORTH MEMORIAL FUND	\$2,225	\$2,225
TEACHER AWARD FUND	2,775	2,775
VIETNAM & CAMBODIA SCHOOL RECONSTRUCTION FUND		3,777
BALANCE at end of year	<u>\$5,000</u>	<u>\$8,777</u>

Distribution: all BCTF members and general distribution.

KM77-18A
February 13, 1978