



AIR CADET LEAGUE OF CANADA

BOG TELECONFERENCE ROPs

April 14, 2010

MEETING INFORMATION

Meeting Date: April 14, 2010

Start Time: 1900hrs

End Time: 2100hrs

Location: Teleconference

Purpose: Regular Scheduled Meeting

Dial In #: 1-888-265-0903 / 613-954-9003

Passcode: 871464

ATTENDANCE

Bob Burchinshaw	Absent	Don Berrill	Present
Grant Fabes	Present	Francois Gaboury	Present
Ken Higgins	Present	Gladys Jarvie	Present
Joe Johnson	Present	Geoffrey Johnston	Absent
Marc Lacroix	Absent	Sarah Matresky	Present
Lloyd MacIntyre	Present	Keith Mann	Present
Leigh Ann Pingyin	Present	Jan Reidulff	Present
Bob Robert	Present	Eric Steffensen	Present
Ralph Thistle	Present	Thomas White	Present
John Walker	Present		

AGENDA

1. Administration

1.1. President's Remarks – Joe Johnson (2 minutes)

Joe welcomed everyone to the call.

1.2. Review Agenda – Joe Johnson (1 minute)

Moved By: Bob Robert

Seconded By: Ralph Thistle that the Agenda be approved as presented.

Carried 12/0

1.3. Approve Minutes of February 09, 2010 – Joe Johnson (1 minute)

Moved By: Lloyd MacIntyre

Seconded By: Tom White that the minutes of the February 9th 2010 BOG meeting be approved.

Carried 12/0

2. Business Arising -Information

2.1. President's Report – Joe Johnson (2 minutes)

J. Johnson reported that he recently made two trips to Ottawa. The first was a staff visit and the second was to make a presentation the Dominion Executive of the Legion, which was very well received. The president of the Legion was the first recipient of the ACL coin. J. Johnson also welcomed Executive Director S. Matresky back from her maternity leave.

Mediation with former employee C. Fauvelle was successful and J. Johnston is pleased that the matter has now come to a close.

J. Johnston also reported that the ACL has submitted its Cadet Supervision paper to DCdts and is now waiting for a response. A meeting with the Colonel has been requested to discuss this issue further. It is anticipated that this meeting will take place before the NCC meeting.



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2. Business Arising –Information continued

2.2. Executive Director's Report – S. Matresky (2 minutes)

66 Lisgar Street

S. Matresky also met with the Minto property managers. The League's building lease is up next year but it must be decided by July 2010 whether or not to renew for 5 years (Minto is prepared to sell the property and is having it appraised, so a renewal may not be a possibility. It is our option to have the rights extended to a new purchaser etc.) The Navy, Army and Air Cadet League would like to continue occupying 66 Lisgar Street, but certainly not at any price. There will likely be 2-3%/yr. increase should we sign a new agreement with Minto. We must also weigh the costs of relocating, our shared expenses and the phone deal we have with 76 Comms. (It will not be extended to a new location). The property manager will be in touch shortly with regards to what kind of offer they can make the three Leagues on the renewed lease.

IACE Shirts

In February, an order was placed with Logo Central for 244 Red IACE Golf Shirts and was approved by Jean-Marc. The total for these shirts came to \$8,856.44. There was some confusion regarding who manufactures these shirts (Top Marks makes the entire IACE uniform except for the white t-shirt and backpack, which we have made by Logo Central and sent to Top Marks), but no follow-up was done before the order for the red shirts was placed. S. Matresky asked Jean-Marc last week as to why, but he said he didn't know. Because Top Marks already makes their own golf shirts, they don't want ours as they are of lesser quality. Top Marks feels like they are becoming an ACL distribution centre, when they were originally doing us a favour by adding a few items to the order that they could not make themselves.

In an attempt to recover some of the money we lost, S. Matresky asked Top Marks if they would be willing to purchase the golf shirts from us at cost. They won't be able to do it for summer 2010 because the cadets would be wearing two different styles/dye lots of red and would be confused when they do a sizing exchange, only to get a lesser quality shirt in return. They would however, consider it for next year. We purchased our golf shirts for \$31.95 and Top Marks can make them for \$10.00. They would be willing to purchase our shirts for about \$8.00, and we would only recover \$1952.00 of our original costs. They will also only purchase them if the sizes we ordered are 'favorable'. Since we really have no other way of getting rid of these shirts, I suggest we move forward if they are willing to take them off our hands. They also suggested that in the fall we look at having everything made by Top Marks (they will do the outsourcing for items they can't provide). We currently receive a small kickback for the items they sell, but with the costs of the backpack, t-shirt etc., we aren't making any money.

NCC

S. Matresky recently attended the Bi-monthly DCdts meeting with the three EDs. A reminder was given that agenda item for the NCC teleconference on May 20th are due by April 27th.

AGM

Everything is running smoothly, and registrations are starting to come in.

Trademarks

S. Matresky met with lawyer W. Riel regarding ACL trademarks. W. Riel is preparing a response for the League to send to the DCdts lawyers regarding the list of trademark applications (email from November 20th 2009).



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2. Business Arising –Information continued

2.3. DCdts Report – F. Gaboury (2 minutes)

F. Gaboury reported that there is a modest increase in the cadet population overall for the three elements. The DCdts budget has been cut by 3.8 million this year and there has been no money included for inflation for next year. They don't intend to cut any of the training and he was still able to secure some money for the flying initiatives that have been planned. With regards to the International Air Cadet Exchange, France has decreased their numbers by one cadet, but F. Gaboury was successful in securing an additional spot with Australia. Israel will be sending an extra cadet to Canada instead of an escort, bringing the total to three cadets.

F. Gaboury confirmed with K. Mann that National Courses 2011 will be an agenda item for the National Selections committee at the AGM and asked K. Mann to send his reply (about the document that was sent out) to P. Giroux. F. Gaboury added in regards to the flying initiative that has to do with Continuation Flying for Senior Cadets, that although they haven't made a policy change or statement about the supervision of cadets, DCdts has agreed that they will let the senior cadets go for these activities unsupervised as long as they have parental approval. This will help with the overall issue of paid and unpaid CIs going with the cadets when they fly.

This concluded the DCdts. report.

2.4. Finance Committee Report – Bob Robert (5 minutes)

B. Robert explained that he sent the year-end financial statements to everyone. He notes that the financial reporting is now in good shape and he is quite satisfied. The ACL had a good year vis à vis the budget and there is a potential surplus of about 30K for fiscal year 2009/10. The auditor will be in to make some small adjustments and to recommend some inventory write-offs, which will decrease the surplus on paper. B. Robert commends R. McAndrew for his good work and S. Matresky for her positive impact in getting things done quickly and well.

2.5. ACL Foundation Report – Bob Robert (5 minutes)

B. Robert is pleased to report that after many long months, the Foundation has been issued its Letters Patent by Industry Canada. The three initial directors (R. Ilko, B. Mason, and R. Goudie) will meet at the AGM to approve the By-Laws and get on with the business of the Foundation. The next steps will be to register the Foundation as a charity, which has already been tasked to the lawyer. There are funds waiting to be transferred to the Foundation but B. Robert recommends that the money not be moved until the Foundation has its charity status. B. Robert thanks the National Office for its initial support in setting up the Foundation. K. Mann asked if the provinces could piggyback the Foundation. B. Robert said that it is a central Foundation that is meant to serve not only the National Level of the League's purposes, but the Provincial Levels and Local Levels. Provincial Level Foundations will not be necessary, because the ACL Foundation is for everyone.

2.6. League Industry Partner's Report – G. Fabes (5 minutes)

G. Fabes indicated that his report is included in the agenda in item 2.6. He added that there was a plan in February to have a Famil Pilot Upgrade programme discussion paper ready to be read by the NFC and LIP Committees. J. Lanoue was to provide background information and total amount of monies available etc. but the work was never completed before his departure. G. Fabes will be working with S. Matresky to pick up where J. Lanoue left off.

D. Berrill recently attended the Canadian Airports Council AGM. He reported that the League was given the opportunity to thank CAC for providing scholarships to the cadets and advised them on ways to help cadets by opening their facilities to them. The CAC was very interested in what the League is doing and they look forward to finding ways to help the ACL.

2.7. International Air Cadet Exchange Report – L. MacIntyre (1 minute)

L. MacIntyre has no new information to add at this time.



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2.8. Recruiting and Retention Report – K. Higgins(1 minute)

K. Higgins reported that the Public Relations Committee worked jointly with the R&R committee to put together the Public Relations Tool Kit. L. MacIntyre explained that the launch announcement was posted on the ACL website on March 17th to create awareness about the upcoming posting. The Tool Kit was then posted just a few days ago and the CDs have been mailed. L. MacIntyre thanked L. Pingyin and those involved for their work on the project and went on to explain the contents of the posting. L. Pingyin explained the fees associated with website maintenance and postings.

Action: L. Pingyin to post Tool Kit on section of the website that does not contain a password (preferably the Quick Links section).

2.9. National Training & Education Report – T. White (1 minute)

T. White reported that the committee is in the process of gathering information from each of the provinces to make a generic handbook. The committee would like to have the handbook ready for distribution at the Semi-Annual Meeting. He added that he is still waiting on the syllabus of summer training for senior courses and expects it to arrive any day now.

2.10. Strategic Plan Update – J. Reidulff (5 minutes)

J. Reidulff reported that a new date will be needed for A2.3 (Communication between National and PCs). T. White suggested that the date should be the SAM. For goal A7.2 & 3 (Committees Evaluation), it was agreed that the date should remain the same, in case changes need to be made to the By-laws. A7.2 will be listed as 'Red' while A7.3 will be listed as 'Green'. G. Fabes reported that goal B2.2 is a question of funding and they are awaiting the outcome of other initiatives. It was decided that a new prime will be needed. Everything under C & D is ok.

2.11. Effective Speaking Report – G. Jarvie (1 minute)

G. Jarvie reported that the Provincial Competitions are a work in progress. There is a possibility that a cadet from the Pan Territorial region may be participating this year. Goal C8 is coming into key and she hopes that they will have something to report in Regina. There is now a template ready of the Effective Speaking Programme for insertion in the AGM Planning Guide.

2.12, 13. Accommodations & Music Report – K. Higgins for G. Johnston (1 minute)

K. Higgins had only a Music report from G. Johnston but G. Johnston had indicated that the Accommodations Committee is experiencing the same problem. A request for participation from the Provincial Committees has resulted in no one responding. Nothing has been forthcoming as to Provincial representation and it is a major stumbling block so G. Johnston's intention is to raise it with the PC Chairs Committee at the AGM because it is an essential element to the work of both committees. D. Berrill added that he has received an email from G. Johnston and will be raising the issue with the Chairs.

2.14 Public Relations Report – G. Fabes for M. Lacroix (2 minutes)

G. Fabes stated that the PR report was circulated this afternoon and referred to paragraph five. He said that if M. Lacroix agreed, G. Fabes would assist in preparing a short survey to be circulated to the PC Chairs to complete at the meeting at the AGM.

2.15 National Selections – K. Mann (1 minute)

K. Mann reported that he is collecting information about the procedures that each province is using for National Selections and his goal is to have that information tabulated in time for the Selections Committee meeting and for the report to the BOG at the AGM. He believes that the Selections process for this year is so far running smoothly, but knows that they will have some good discussion at the Annual Meeting.

2.16 NFC Report – E. Steffensen (2 minutes)

E. Steffensen referred to his report in the agenda and emphasized the point about purchasing two replacement gliders. It may not be of importance to PCs with a large fleet, however for those provinces with only a single glider, it means that their Famil Flying could potentially be cancelled should something happen. E. Steffensen asked for suggestions on how the League could secure funding for the two gliders. J. Johnson mentioned that NWO has the funding and E. Steffensen explained how they tried to secure a glider but the deal fell through several times. Discussion ensued about how to obtain gliders and how they would be funded. E. Steffensen added that some flight simulators were purchased and some of the PCs are being asked to purchase trailers as classrooms that would house the simulators.



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2 . Business Arising –Information continued

2.17 Member Registration and Screening – R. Thistle (1 minute)

R. Thistle reported that everything is on track and he is in on the new procedures for screening by the RCMP. The five year renewal process will begin soon and R. Thistle would like to discuss the cost of the implications of having to fingerprint members at the BOG meeting at the AGM. B. Robert suggested to R. Thistle to start a campaign to tell people to get their paperwork going. R. Thistle said that this is already in process.

2.18 Provincial Chairs Report – D. Berrill (2 minutes)

D. Berrill reported that everything is going well on the PC Chairs side and they look forward to getting together with the BOG at the AGM for the Joint Session at the AGM. D. Berrill will be bringing the items discussed on the call to the Chairs and the Chairs may put forth a recommendation to the BOG to have the name Squadron Sponsoring Committee changed to Squadron Support Committee to avoid some confusion with the sponsors.

3. Business Arising - Action

3.1 Revision to the BOG Approved 2010-11 Provisional Budget – B. Robert

B. Robert indicated that some events occurred that necessitated a change to the budget (per cadet fee, Chantal litigation, new ED, SAM was understated, red t-shirts for IACE etc.). A new copy of the budget has been circulated and the per cadet fee has been reduced to \$9.25/cadet for this year.

Moved By: B. Robert

Seconded By: R. Thistle that the revised provisional budget for recommendation to the membership at the AGM 2010 be approved.
Carried 14/0

3.2 Affiliation with Kids Help Phone – S. Matresky

S. Matresky explained that the ACL has been approached by Kids Help Phone asking if the League would display their logo on the ACL National website to help children in need. S. Matresky asks that the BOG approve the display of the Kids Help Phone logo on the site.

ACTION: L. Pingyin to have logo placed on the National site at the time of our next website maintenance with Baytek.

Moved By: T. White

Seconded By: R. Thistle that the logo for Kids Help Phone be included on the website in the next update with Baytek.
Carried 14/0

3.3 Staffing R. McAndrew – S. Matresky

S. Matresky explained that the bookkeeper R. McAndrew has requested to work an additional day a week (3-4 days). S. Matresky asks that the BOG approve this increase as R. McAndrew has taken on additional duties in the office. The position has already been budgeted based on 4 days and no adjustments would need to be made.

Moved By: B. Robert

Seconded By: G. Fabes that R. McAndrew be extended from 3 days to 4 days a week.
Carried 14/0



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4. New Business

4.1 Re-assignment of Air Force Association Medal – J. Johnson

J. Johnson explained that there was a request from Brian Darling at the Air Force Association for the Air Cadet League to accept the proposal made by DND with regards to awarding the AFAC medal in 2011 and in future years at each of the five Regional Gliding Schools instead of the one location at ACSTC Cold Lake (as SLC is being phased out). T. White would prefer that the medal be awarded to a cadet from each province as opposed to a cadet from each RGS to ensure that two cadets from the same province (attending different Gliding Schools) do not both receive a medal. J. Johnson added that it is AFAC's decision and the ACL is only approving what they want to do. He added that if T. White feels strongly about it, then he should put something together that will then be forwarded to the DND Honours and Awards Committee for approval before returning to AFAC.

4.2 Video Lottery Terminals in NB – T. White

T. White explained that the government in NB removed the video lottery terminals out of service clubs with the exception of the Legion. These service clubs depended on the money generated from these VLTs to provide support to Squadrons etc. The Provincial Committee has received a request to help protest the removal of these lottery machines by the government. T. White believes that the PC and SSCs should stay away from any issues that involve gambling, but wanted to verify with the BOG that he is taking the correct stance on this issue. Everyone on the call agreed that the ACL cannot support anything to do with drinking, gambling or smoking so T. White is indeed correct.

6. Reports of the V.P.'s – G. Fabes, T. White, K. Higgins, B. Robert (1 Minute)

- T. White: Nothing further to report
- G. Fabes: Nothing further to report
- B. Robert: Nothing further to report
- K. Higgins: Nothing further to report

6. Good and Welfare – Joe Johnson

J. Walker mentioned that legislation is going through the house in Nova Scotia to have an official Cadet Day that will begin next year.

7. Next Meeting – Joe Johnson

At the AGM in Regina, SK