

**TO:** Executive Committee  
c.c. Provincial Chairpersons  
Advisory Board  
National Directors  
Board of Governors

**FROM:** Jean Mignault  
Executive Director

**DATE:** 22 JANUARY 2008

**SUBJECT:** RECORD OF PROCEEDINGS (ROP)  
BOG CONFERENCE CALL 19 JANUARY 2008



**Attendees:**

Chairperson:	M. Cataford	President
	C. Hawkins	Past President, Absent
	J. Reidulff	First Vice-President
	J. Johnson	Vice-President,
	G. Fabes	Vice-President
	B. Robert	Vice-President
	K. Mann	Governor
	M. Conway	Governor
	M. Murphy	Governor
	R. Dionne	Governor
	B. Paisley	Governor
	B. Burkinshaw	Governor
	T. White	Governor, late
	R. Thistle	Governor
	K. Higgins	Governor
	C. Verge	Governor
	G. Johnston	Chair, PC Chairs
	F. Gaboury	DCdts – SSO Air, Absent

  

Staff:	J. Mignault	Executive Director
	S. Putinski	Exec. Assistant (Comm. & Media)

	ITEM	ACTION	STATUS
<b>I</b>	<b>ADMINISTRATION</b>		
<b>1.1</b>	<b>President's Remarks</b> A general welcome was extended. M. Cataford welcomed everyone on the call. He acknowledged J. Mignault's contribution to the League and for his 8 years of service.	<b>Info</b>	<b>Closed</b>
<b>1.2</b>	<b>New Items for Agenda</b> 3.5 2008 Mileage Rate 3.6 Payment of Actuarial Fees for Pension Review 3.7 Update on the Déry initiative	<b>N/A</b>	<b>N/A</b>
<b>1.3</b>	<b>Approval of Agenda</b> <b>MOTION:</b> Moved/seconded by G. Fabes / B. Robert that the Agenda be approved as amended.	<b>N/A</b>	<b>N/A</b>

**Carried 15/0/0**

	ITEM	ACTION	STATUS
1.4	<p><b>Approval of Record of Proceedings (ROP)</b>  <b>a. BOG ROP SAM 23 November 2007</b>  <b>B. Robert</b> noted that an update on item 3.7 Déry Initiative should be discussed during the call (added as 3.7 above, update to be provided by C. Verge).  <b>MOTION:</b> Moved/ Seconded by C. Hawkins/R. Dionne that the ROP of the Nov 23 SAM BOG Meeting be approved as presented.  <b>Carried 15/0/0</b></p>	<p><b>M.</b>  <b>Cataford</b></p>	<p><b>Closed</b></p>
II	<p><b>BUSINESS ARISING - INFORMATION</b></p>		
2.1	<p><b>NATIONAL SELCETIONS 2008</b>  J. Mignault reported that the information for the National Selections for 2008 was distributed to the field on October 2<sup>nd</sup> 2007. Additional information and the Excel spreadsheet (to record the names of this year's applicants) were also sent to the field in early Jan. 2008 by Jean Mignault. Provincial Chairs and Selections coordinators are reminded of the following deadlines:</p> <ul style="list-style-type: none"> <li>• Jan. 18, 2008 – Selections files due to the Provincial Screening Coordinators;</li> <li>• Mar.1, 2008. – Selections files for IACE due to National HQ on March 1, 2008; and</li> <li>• Mar. 31, 2008 – Selections completion date – electronic files submitted to National HQ for entry into the National Database.</li> </ul>	<p><b>J.</b>  <b>Mignault</b>  <b>S.</b>  <b>Putinski</b></p>	<p><b>Pending</b></p>
2.2	<p><b>MEMBER REGISTRATION AND SCREENING</b>  J. Mignault reported that he and S. Putinski have taken over the National Registration and Screening Process from K. Banaszekwicz. The files and the process “needs work”, a lot of work as a matter of fact. They will attempt to concentrate on this for the next short while. R. Thistle enquired as to the insurance issue with CI's who have run out of paid days. J. Mignault noted that this issue has been resolved with the Broker and Insurer, and noted that the CI's needed only to be recognized by the local sponsoring committee as &lt;&lt;League volunteers&gt;&gt; and that if this was the case, the CI's would be eligible for coverage/protection under the League's CGL Insurance Policy. B. Robert noted that this was not an acceptable solution for the BOG. A lengthy discussion ensued whereby a few of the EC Members and J Mignault will need to get in touch with the Broker yet once again to clarify the issue with respect to the coverage. J. Mignault to facilitate this by teleconference with the Broker.</p>	<p><b>J.</b>  <b>Mignault</b>  <b>S.</b>  <b>Putinski</b>  <b>Select</b>  <b>Executive</b>  <b>Comm.</b>  <b>Members</b>  <b>+</b>  <b>Insurance</b>  <b>Broker</b></p>	<p><b>Pending</b></p>
2.3	<p><b>National Fund Raising Campaign</b>  J. Mignault reported that total funds raised to Jan. 14, 2008 were \$64,522.23 (included in this amount, is approximately \$11,150 of AFAC Magazine donations). We are now processing late donations received in the last month of the year. As usual Laureen has kept the window open to keep record cheques dates 2007 but received in 2008 eligible for a 2007 Income tax receipt! The fund raising target for the 2007/08 fiscal year is \$85,000; actual donations last year were \$75,095.00. I do not forecast that we will reach our target, but our efforts have nonetheless been good (please note the \$75,095 for 2007 included an extraordinary donation for \$10,000 from Air Canada (as a result of their legal settlement against WestJet). J. Mignault noted that donations were drying up and that we were now receiving only 2-3 per week.</p>	<p><b>J.</b>  <b>Mignault</b></p>	<p><b>Pending</b></p>

ITEM	ACTION	STATUS
2.4	<p><b>AGM 2008 AND THE EFFECTIVE SPEAKING COMPETITION</b></p> <p>G. Fabes has been assisting the HQ staff with the planning for the AGM and in discussions with the Clarion Inn in Quebec City. The AGM dates are June 19 – 21, 2008. As the AGM is at the same time as a large International Eucharistic Congress and possible Papal visit at the same time as the AGM. M. Cataford confirmed that the <b><u>Pope would not</u></b> be attending the Congress. League members planning to attend the AGM should plan to make their reservations as soon as possible as Hotels in Quebec City will soon be booked solid. As well please note that the Effective Speaking Competition will be held on Thursday evening (June 19, 2008) at 1800 hours (versus Friday morning) on June 19, 2008 and that there will be no Awards Luncheon. Awards for League members and volunteers will be presented during the President's Dinner on Saturday, June 21, 2008. G. Fabes noted that he had negotiated a special rate of \$129 for those wishing to come before and/or stay after the AGM. He noted that on the weekend before the AGM the QC/OV Committee is holding their Annual Review (Band and Drill Competitions). G. Fabes will send a memo to all members requesting that they book their rooms ASAP. The ES Competition will now be held on Thursday evening and since WestJet will now fly into Quebec City, that this will help with the transportation of the cadets and their escorts.</p>	<p><b>G. Fabes</b>      <b>Pending</b></p>
2.5	<p><b>Long-Term Strategic Plan</b></p> <p>Bob Robert has agreed to spear head the update to the ACL five year strategic plan. He noted on the last conference call that the 2000 – 2005 Strategic Plan while not well known to League members, that for the most part many items have been actioned and requested input from as many people as possible. B. Robert noted that the work of the Committee is progressing on schedule. Four Strategic Goals have been chosen with 36 sub-goals attached to them. The current phase will see timed objectives being developed for the sub-goals. The next phase will be to circulate the draft Plan Update in early April for comments. B. Robert hopes that the update to the plan can be circulated to all in early April 2008.</p>	<p><b>J. Mignault</b>      <b>Pending</b></p>
2.6	<p><b>PILAT PROJECT UPDATE</b></p> <p>No Marlene Conway and Rod Jones of the Ontario Aerospace Council have now completed several of their presentation in various Provinces and those PC Chairs who have participated noted a high degree of satisfaction and optimism. M. Conway reported that she emailed to those on the call a schedule of the next round of workshops and a list of all initiatives and other information. She noted that they were integrating the Human Resource initiatives and the PILAT workshops into one workshop in order to encourage industry participation. She noted that the number one item to focus on in previous cross-Canada workshops was the focus on youth. She noted that combining the two would make it easier to obtain national funding from HRDC. She noted that at the SAM, she had reported on 4 initiatives: PILAT Net, PILAT Mobile, the Action Team and the Pathfinder. She asked that this presentation be sent to all members and/or placed on the League Website. She noted that the Workshops were done in all Areas except Quebec who will conduct their own sessions.</p>	<p><b>M. Conway</b>      <b>Pending</b> <b>J. Mignault</b></p>

ITEM	ACTION	STATUS
<p>She also noted the Quebec/OV PC Reps were going to meet on their own with CAMAQ for their own HR work and for the seven initiatives. They will also attempt to engage discussions and encourage participation with AQUA which represents small and medium aerospace organizations in Quebec. The discussion concluded with M. Conway confirming with G. Fabes who would attend the meetings and with M. Murphy who confirmed that NL would not be participating in the Atlantic workshop discussions. M. Murphy will contact the NL Rep for an update. M. Conway also confirmed discussions with NW ONT which could be held locally in Thunder Bay versus Winnipeg.</p>		
<p><b>2.7</b></p>	<p><b>Replacement of Executive Director Position</b></p>	<p>J. Mignault advised the EC of his intention to resign at the SAM in late November 2007. The EC has struck a small committee to oversee the recruitment, interviewing and selection of a new ED. The Committee consists of the National President M. Cataford, the First Vice President Jan Reidulff, the Chair Provincial Chairs Geoffrey Johnston, the current ED and Brent Wolfe as a representative of the Advisory Board. An ad was placed on the Charity Village Website and the position was advertised on the Cadet Net as well, and will appear in the Ottawa Citizen on two occasions starting Saturday the 19th. The closing date for the competition is January 25, 2008 and the Committee will conduct interviews on Saturday, February 16, 2008. The Committee has agreed that no expenses will be paid for the candidates to attend the interviews and there is no money for relocation of out-of-town applicants. The committee hopes to have a candidate in place in early to mid-March 2008. This would allow a four (4) to six (6) week transition with the outgoing ED. M. Cataford added that the Selection Committee for the ED was hopeful of indentifying a candidate for the next call.</p> <p><b>J. Reidulff and the Selection Committee</b></p> <p><b>Pending</b></p>
<p><b>2.8</b></p>	<p><b>The Canadian Centennial of Flight</b></p>	<p>S. Putinski and J. Mignault attended another meeting of the Committee on Jan.17, 2008 and provided a short update of the activities of the Committee to-date. The Committee has submitted a proposal for funding by the Government of Canada. The purpose of the funding is to establish an office that would coordinate activities, support the member organizations, and promote the event and so on. This office would not be involved in the planning and execution of any activities. Information for the Air Cadet League activities needs to be published and communicated in short order. J. Mignault and S. Putinski will provide a recommendation for our own adaptation of the logo and for the manufacture of a pin for the cadet's uniforms. S. Putinski advised that they were revering the CoF Charter, the logo, the funding proposal and also with the two individuals who are working in Baddeck for the re-creation of the First Flight on Feb. 23, 2009. In addition, S. Putinski noted that on Feb. 23, 2008 an announcement would be made for the year-long celebration in 2009.</p> <p><b>T. White S. Putinski</b></p> <p><b>Pending</b></p>
<p><b>2.9</b></p>	<p><b>Approval for changes to the League Vision and Mission</b></p>	<p>B. Robert noted that For the record the following Electronic Vote took place since the last BOG meeting: On 2 Dec 07, VP Bob Robert Moved to approve a revised ACL VISION &amp; MISSION STATEMENT as developed by the Strategic Plan Update Committee. The Motion was seconded by 1st VP Jan Reidulff on 2 Dec 07. The President declared the Motion Carried on 13 Dec 07. The vote results were:</p> <p><b>B. ROBERT HQ STAFF</b></p> <p><b>Pending</b></p>

ITEM	ACTION	STATUS
	Total in favour of the Vision – 11, Against – 0 - Total in favour of the Mission Statement – 9, Against 2. As it was approved, the P&P Manuals and Website will be amended accordingly once these updates are translated.	
<b>2.10</b>	<b>Air Marshall Millard Scholarship</b>	
	J. Mignault received and signed-off on the legal documents for the ultimate release of \$100,000 by the Estate of the late Air Vice Marshall Millard. J. Mignault will contact Mr. Millard's son in order to discuss the terms and conditions for a new scholarship for an Air Cadet. As the Air Marshal's son is an Engineer, he has requested that the scholarship be designated to an Air Cadet studying Aeronautical Engineering. Upon further discussion with Mr. Millard, we will offer the usual terms for investing the money in GIC's or other safe investments and disburse only 80% of the interest accrued (each year), this is to ensure preservation of the capital in a period of further declining interest rates. B. Robert noted that R. G. Dale added in late Dec. 2007, \$5,000 to the Bob and Mary Dale Post Secondary Education Scholarship. B. Robert asked that C. Fauvelle prepare the Dec.31, reports for the Dale and Birchall Scholarships as soon as possible.	<p>J. Mignault      <b>Pending</b></p> <p>C. Fauvelle      <b>Pending</b></p>
<b>2.11</b>	<b>Honours and Awards</b>	
	The chairperson of the H&A committee, Lionel Bourgeois will soon be issuing instructions and requests for nominations for awards for the 2008 AGM. This is therefore a reminder for the Governors and PC Chairs to prepare themselves accordingly. As usual, there will be a deadline and plea for submissions to recognize volunteer efforts. It was noted on the call that the PC Chairs would in turn year by year submit a name for the Royal Canadian Legion Air Cadet of the Year. The order of Provincial Selections has already been submitted and approved. G. Johnson will send this list to C. Hawkins who will be responsible for H&A's after L. Bourgeois term.	<p>L. Bourgeois      <b>Pending</b></p> <p>G. Johnson</p>
<b>2.12</b>	<b>ACC12 PC Form B and Yearly Regional Statistics</b>	
	The chairman of the National Flying Committee, W. Paisley previously circulated the Air Ops Regional Statistics and the ACC12P forms. He noted that he had included recommended changes to the form ACC112 P and moved the adoption of the changes: <b>MOTION:</b> Moved/seconded W. Paisley/J. Johnson that the proposed changes to Form ACC12P be approved and adopted and also acceptance of the Yearly Regional Statistics report. <b>Carried 15/0/0</b>	<p>B. Paisley      <b>Closed</b></p>
<b>II</b>	<b>BUSINESS ARISING ACTION</b>	
<b>2.13</b>	<b>APPOINTMENT OF NEW EXECUTIVE ASSISTANT</b>	
	National President M. Cataford in discussions with other members of the EC decided in mid-December 2007, to offer K. Banasczkiewicz's position to S. Putinski, effective January 2nd 2008, based on her good efforts. Sarah will thus assume many of Kim's duties on top of her own and the EC have advised her that pending hiring a new ED, employee's positions and job descriptions will be reviewed accordingly.	<p>M. Cataford      <b>Ongoing</b></p>

ITEM	ACTION	STATUS
<p><b>2.14 NAME CHANGE – PROVINCIAL CHAIRPERSONS COMMITTEE</b></p> <p>The Provincial Chairpersons requested a name change to their committee at the SAM and proposed the following: “That the name of the Provincial Chairs’ Committee be changed to “Provincial Chairs”; and, that the official order of preference of the Air Cadet League should list the Provincial Chairs immediately following the Governors”. The Chair unanimously approved this change. G. Johnston noted that he wanted the PC Chairs to be recognized within the organization. He noted that the level of cooperation between the Chairs and BOG was at an extremely high level and wanted to affirm this by recognizing that the Chairs are 2<sup>nd</sup> only to the BOG in the organization in terms of delivering the program. He noted that this was important because all decisions made by the BOG have to be implemented by the Chairs. B. Robert noted that Section 8.4 of the Bylaws does authorize/governs the existence of the PC Chairs Committee and explains the responsibilities and proceedings, as such he noted that any motions for this Agenda item requires a change in the Bylaws. J. Mignault noted that this has to be presented as a Motion at the AGM and if approved and ratified, has to be accepted by Industry Canada. M. Cataford noted there are already two Boards, the BOG and the Advisory Board and thus questioned the status of the new PC Chairs if they are not a Committee. G. Johnston noted that the PC Chairs are not a Committee but unlike the AB, they do implement the program in the Regions. Discussion ensued and it was agreed that the proposal received favourable consent by the Board, i.e. that the importance of the PC Chairs is important and recognized but needs to be rephrased or readdressed to address the issue of “precedence”. The BOG members feel that they are the legal deciding body for the League. G. Johnston agreed to rephrase the proposal for subsequent resubmission.</p>	<p><b>G. Johnston + BOG</b></p>	<p><b>Pending</b></p>
<p><b>2.15 EFFECTIVE SPEAKING PIN FOR THE CADET UNIFORM</b></p> <p>M. Cataford noted that this had been agreed in principal at the SAM but that the criteria for receiving the pin still needed to be confirmed. M. Cataford noted his agreement for the design of the pin for requesting permission from DCdts for the wearing of the pin. G. Fabes noted that a coloured pin had been designed – gold for the national winner, silver for the Provincial winner and bronze for Zone competition participants. The pin is to be worn forever if approved. T. White corrected the previous comments from G. Fabes and noted that the pin would be in the form of the Biathlon and Marksmanship pin and that all participants at the National level would get a gold pin, all those at participating at the Provincial Level would get a silver pin and all those who participated at the Zone level would get a bronze pin. The pin would be awarded for participation versus achievement! This is an inducement to encourage participation by the Squadrons. T. White noted that he would like to have these pins available for the 2008 ES Competition. <b>MOTION:</b> Moved/Seconded T. White / K. Mann that request be brought to DCdts for their approval. <b>Carried: 15/0/0</b></p> <p>K. Mann noted that they had discussed awarding the pin retroactively to all those cadets who have participated in the past and are still cadets. As well, B. Robert and those on the call agreed that this is a League initiative and that it would have to be budgeted and funded by the League.</p>	<p><b>T. White</b></p>	<p><b>Pending</b></p>

	ITEM	ACTION	STATUS
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**III NEW BUSINESS**

**3.1 Formation of an Air Cadet League Foundation**

B. Robert presented a short discussion paper on establishing a National Foundation for the Air Cadet League of Canada. The purpose of the Foundation would be to generate <<Operating Funds>> for the National level of the organization. M. Cataford noted that the Foundation would require a 2<sup>nd</sup> separate corporation which has its own Board of Directors. The Foundation would be called the ACL of Canada Foundation. B. Robert noted that the amount of administration required was reasonable and manageable; he noted that initially the National HQ staff would manage it with a view that in time it would become self sustaining. V. Robert highlighted that the sources of funds for the National which includes the DND Grant, fund raising and so on, are not keeping up with the required momentum to meet current and future operating expenses. The Foundation would prevent drastic future actions such as levying fees to the Provinces for National Office Operational funding. B. Burchinshaw enquired if the entire organization (i.e. the National and Provincial levels) would be subject to the same rules, i.e. invest the capital and spend the interest for operating expenses. B. Robert noted that he was not sure but would defer this to the experts in the field. He also noted that in one way it made more sense to have one Foundation and if a donor wanted donated money to go to PC or Squadron, the money could flow through the National Foundation to its appropriate designation. He noted that existing Foundations could continue to operate but that thereafter the organization should have one central foundation for everyone. This ensures not everyone is competing for the same donor base. J. Reidulff noted that the MB Committee has an endowment fund through the Winnipeg Foundation and that specific donations earmarked for the MB PC of the ACL are flowed through the Winnipeg Foundation, this thus ensure donations can be made to a particular fund with no involvement and administration costs. B. Robert noted that the United Way of Toronto levy a fee of 1 -1.3% for donations to organizations outside the United Way family. G. Johnston noted that in BC they may get donations to the Vancouver Foundation and while they may get the interest they are charged a fee of 2.5%, he also noted that the capital cannot be transferred to another Foundations such as the BC ACL Foundation. G. Johnston also noted the BC lawyer who set up the BC Foundation would be available to assist with setting up the National one. **MOTION:** Moved/Seconded B. Robert / M. Conway that the BOG authorize in principle setting up a Foundation for the ACLC along the lines explained in the Memo included in the Agenda for this call, to develop a firm proposal and report back further at a later date.

**B. Robert Pending**

**Carried 15/0/0**

**3.2 Finance Committee Update**

B. Robert reported that the collection of ACC9s for YE 31 Aug 07 is progressing at a normal pace (189 out of 452 = 42%). He noted he was very pleased with the quality of the returns so far, which is indicative of the work done by PC FCOs in educating SSCs, reviewing ACC9s and obtaining corrections before sending them up to him.

**B. Robert Pending**

*Here's the breakdown of ACC9s received by PCs:*

ITEM	ACTION	STATUS
<p>AB: 0/42 = 0%      BC: 34/54 = 63%      MB: 12/23 = 52%            NB: 0/23 = 0%      NL: 0/21 = 0%      NS: 6/29 = 21%            NWO: 6/8 = 75%    OPC: 62/111 = 56%    PEI: 4/4 = 100%            QOV: 45/96 = 47%   SK: 19/38 = 50%    TERR: 1/3 = 33%</p>		
<p>As for the PC Financial Statements for YE 31 Aug 07, 9 out of 12 have been received – missing were: AB, MB &amp; NB. He noted that for the first time in years, we have returns from the Territories! B. Robert also noted that QTR III Report was not available yet as C. Fauvelle was out of the country. He noted after the Agenda was published, he had received additional ACC9's and PC Financial Reports: AB PC Committee Financial Statements (he is now only missing MB and NB) for ACC9's – 5 from OPC and 13 from NL. He noted also that he was pleased by quality of reports issued and also the reviews of the Financial Control officers at the PC level. B. Robert thanked J. Reidulff for his efforts in reinvigorating the NT Committee and noted receipt of an ACC9 for a Northern Sqn in many years.</p>	<p><b>B. Robert C. Fauvelle</b></p>	<p><b>Pending</b></p>
<p><b>3.3 Formation of an Air Cadet Association</b>            B. Burchinshaw presented for review and discussion a proposal for the formation of an Air Cadet Association (at the National level). B. Burchinshaw thanked all BOG members for their input and feedback. He then noted that he would summarize and send all of the feedback and a report to J. Johnson and the other BOG members. He noted that there seems to be a consensus by the BOG as to what the Association would look like. B. Burchinshaw agreed to send a model for everyone to review and critique for possible future implementation. BOG members agreed this should be created at little and if possible no cost. This would be Internet based and the concerns shared by all remain the cost and the effort required for initial development and ongoing maintenance. B. Burchinshaw also noted that Website developers in BC were complimentary of the current League National Website and quoted that the design was excellent. B. Burchinshaw wanted assurance that he was heading un the right direction and asked for feedback from anyone who had concerns with this proposal.</p>	<p><b>B. Burchinshaw J. Johnson</b></p>	<p><b>Pending</b></p>
<p><b>3.4 Revised Job Description – Executive Director</b>            A revised job description for the Executive Director has recently been completed by certain members of the Executive Committee and was presented for comments by members of the BOG. B. Burchinshaw noted that more emphasis on the use of personal computers especially with respect to supporting the Website and the use of other technologies. J. Reidulff noted that this was covered in the revision by stating that the ED must have sufficient IT/IM skills to balance the office staffing resources to workload. Discussion ensued with respect to contracting out the maintenance of the Website. M. Conway noted that the job description presented was task oriented and needed to be enhanced to include competencies as the one for the OPC ED position. This document lists skills and abilities required of the incumbent in order to do the job. Discussion ensued with agreement that the ED must possess strong computer skills and must be capable of leveraging existing and new technologies in order to work smarter.</p>	<p><b>J. Reidulff and M. Cataford</b></p>	<p><b>Pending</b></p>
<p><b>3.5 2008 Mileage rates</b>            B. Robert suggested that the new mileage rates allowed by the CRA be adopted. i.e. \$.52 and \$.46 after 5000 KM. Staff to update the Website accordingly. Approved for implementation.</p>	<p><b>Staff</b></p>	<p><b>Pending</b></p>



	ITEM	ACTION	STATUS
3.6	<p><b>Payment of Actuarial Fees for Pension Plan Review</b></p> <p>J. Mignault noted that the actuary had completed a tri-annual review of the League's Defined Benefits Pension Plan. The plan is in good shape as it had an actuarial surplus of \$95,090 at the end of 2006 and that no contributions were required by the employer.</p> <p>The Actuary also sent a bill for professional services for \$4,000 which will be paid from the assets in the Pension Plan.</p>	J. Mignault	Pending
3.7	<p><b>Update to Déry Initiative</b></p> <p>C. Verge noted that he had been tasked at the SAM to conduct a study to support structures for the 21<sup>st</sup> Century for the League PC's. C. Verge has formed a Committee with representation from members across Canada. The purpose of their first meeting was to define the purpose of the committee which is to define administrative logistical support structures for the League's PC's. All of the PC's were canvassed to identify what resources they have, what they would all like for resources. The Committee is working on a report detailing various options to assist the PC's in moving forward. The Committee will expand on these options (4 currently) which will be compared to the Déry initiative. A first assessment reveals that most if not all of the four option evaluated would cost less than what has been identified in the Déry initiative. The Committee hopes to complete their work and submit a report to the Executive Committee in late March 2008. C. Verge noted that his committee needs to get in touch with the Chair of PC Chairs to discuss some of the questions requested of the various Chairs. B. Robert clarified with C. Verge that the bottom line of this study was to request funding from DND. The proposal of the Committee is a less expensive alternative to the Déry initiative. C. Verge emphasized that in no way would any of their recommendations interfere with the autonomy and authority of any PC. PC's will continue to operate independently and would not become a Branch of the National Office.</p>	C. Verge	Pending
IV	<p><b>CONCLUSION</b></p>		
4.1	<p><b>Reports of the Vice Presidents</b></p>		
	<p><b>G. Fabes</b> – noted that he was meeting with the VP of CAE and hopes that the MOU can be finalized later in the week following the Conference Call.</p>	G. Fabes	Pending
	<p><b>B. Robert</b> – He noted that the PPM was late and that he is in the process of proof reading the manual, i.e. the English vis. The French. He noted that it was very time consuming to correct the French version. B. Robert noted that he recommends placing the English and French version ASAP, even if the French version needs much more editing. S. Putinski confirmed that editing the Manual is very time consuming and very tedious. A note will be made that the French version is still under construction and will be placed on the Website.</p>	B. Robert	Pending
	<p><b>J. Johnson</b> – Nothing to add.</p>	S. Putinski	Pending
	<p><b>J. Reidulff</b> – Had nothing to add except that he wanted assurance that the Position Description for the ED had been approved. It had.</p>		
	<p><b>G. Johnston</b> – Nothing to add.</p>		

ITEM	ACTION	STATUS
<b>4.2 Comments from DCdts.</b> F. Gaboury was not on this call	<b>F.</b> <b>Gaboury</b>	<b>N/A</b>
<b>4.3 Good and Welfare of the Air Cadet League</b> The BOG had nothing to add at this time.	<b>N/A</b>	<b>N/A</b>
<b>4.4 Date and Time of Next Meeting</b> BOG Conference Call – Saturday, March 8, 2008, 1200 hours Noon. Next EC Conference Call – Tuesday, Feb 19, 2008, 1900 hours.	<b>N/A</b>	<b>N/A</b>
<b>4.5 Adjournment</b> There being no other business, the meeting was adjourned.	<b>N/A</b>	<b>N/A</b>