



AIR CADET LEAGUE OF CANADA

BOG MEETING ROPs

November 19th, 2010

MEETING INFORMATION

Meeting Date: November 19th 2010

Start Time: 1300hrs

End Time: 1600hrs

ATTENDANCE

Bob Burchinshaw	Present	Sarah Matresky	Present
Don Berrill	Absent	Jan Reidulff	Present Resource person – Item 2.4
Grant Fabes	Present	Bob Robert	Present
Ken Higgins	Absent	Eric Steffensen	Present
Gladys Jarvie	Present	Ralph Thistle	Present
Joe Johnson	Present	John Walker	Present
Geoffrey Johnston	Present	Tom White	Present
Marc Lacroix	Present		
Terry Lewis	Absent		
Lloyd MacIntyre	Present		
Keith Mann	Present		

1. Administration

1.1. New Items for Agenda – G. Fabes

1.2. Approval of Agenda – G. Fabes

Moved By: B. Robert

Seconded By: L. MacIntyre that the Agenda be approved as presented.

Carried

1.3. Approval of Record of Procedures: Sept. 22nd 2010 – G. Fabes

Moved By: K. Mann

Seconded By: F. Johnsen that the ROPs be approved as presented.

Carried

2. Information

2.1. President's Report – G. Fabes

G. Fabes explained that a 'serial' report has now been implemented and a copy was distributed at the meeting to the Governors.

2.2. Executive Director's Report – S. Matresky

S. Matresky informed everyone that her report could be found on page 8 of the Meeting Book. She gave an update on the legal proceedings taking place concerning the 2006 glider accident. The League's lawyer is due back in court on January 19th, and she is hoping that the judge will accept that the League should no longer be named in the lawsuit. S. Matresky stressed the importance of members notifying the National Office of all matters that deal with a potential insurance claim to avoid any unnecessary risk.



AIR CADET LEAGUE OF CANADA BOG MEETING ROPs

November 19th, 2010

2.3. National Finance Committee Report – B. Robert

B. Robert reported that the League is 62% of the way through the fiscal year and is doing well financially. He had a productive meeting with his committee in the morning and the new auditors and Statement of Investment Policy will be discussed in items 5.1, 5.2 of the Agenda.

2.4. SPU Presentation – J. Reidulff

J. Reidulff distributed the SPU scorecard document and highlighted the items that still needed to be done. T. White gave an overview of A1-1 (procedures at the National Office) as well as A1-4 (communication procedures between the National Office, the President, BOG and EC) and finally A2-3 (implementation plan) will be brought to the PC's for approval. J. Walker added that the new National Office pamphlet covers most of what is required in section B1.

Other amendments to the scorecard included:

A3-2 – moved to AGM 2011

A9-1 – status is now green (concept referred to PC's for consideration) completion date now AGM 2011

A10-1- completion date now March 31, 2011

B4-2 – Moved to AGM 2011

B6-1 – Moved to AGM 2011

C1.1 – Moved to January 2011

D2.1 – Moved to March 2011, new owner is now Bob Robert

D2.2 – Moved to March 2011

3. Business Arising

3.1 CATO 17-34 Local Support Allocations –B. Robert

B. Robert explained that Col. Fletcher agreed to amend the CATO to be in keeping with our position. He also explained how the local support allocation works and how the League is affected by the End of Year Report figures.

3.2 Cadet Supervision (In Camera) –G. Fabes

This item was deferred until the end of the meeting.

4. Committee Reports

4.1 Air Cadet Committee – T. White

T. White brought up the issue of cadets on Ritalin who are taking the GPS and PPS courses. He explained the need for a more clear indication that cadets who take this medication can still be eligible to take the scholarship course, but they need to be given specific direction in advance of when to stop taking the medication in order to be able to complete the training.

4.2 National Aviation Committee – J. Walker

J. Walker indicated that the updated MOA with the military is almost complete. He has been working closely with S. Matresky to finalize the details. Insurance will now include parts coverage instead of just ground coverage as it is a more efficient way to insure parts for the ACL's fleet. The committee also approved in principle a 'glider reserve' of two gliders. J. Walker projects that an amount of one dollar per capita should cover the cost of the reserve. F. Gaboury has agreed to certify them and once the arrangements are finalized, the Aviation Committee will approach DND with the proposal.



AIR CADET LEAGUE OF CANADA BOG MEETING ROPs

November 19th, 2010

4.3 National Effective Speaking Competition Committee – G. Jarvie

G. Jarvie and the ES Committee reviewed the terms of reference and she made the following motion:

Moved By: G. Jarvie

Seconded By: T. White that the new committee name be 'National Effective Speaking Programme Committee'.

Carried

G. Jarvie said that they have tweaked the aims of the committee and she made a motion to approve the following:

'The aim of the League's Effective Speaking Competitions at the local, regional/wing, provincial/territorial, and national levels is to promote and encourage air cadets to participate in an optional activity that will provide them with an opportunity to acquire effective speaking skills through instruction and practice in a structured and competitive environment.'

Moved By: G. Jarvie

Seconded By: K. Mann that the above wording is approved as presented.

Carried

G. Jarvie added that the Effective Speaking French topics on the website are incorrect and F. Mongeau will need to look at them and make a correction. She also mentioned that WestJet will now be able to help the ACL in other ways (non-monetary). The 20th anniversary of WestJet coincides with the League's 70th and she is looking at perhaps working with them to create a logo to feature the company's 25th anniversary and the League's 75th anniversary in 2016 to be displayed on the cabin doors of WestJet aircraft. H. Spear will approach WestJet with the idea.

4.4 IACE Committee – L. MacIntyre

L. MacIntyre reported that a number of the foreign cadets asked to attend an air cadet training night. Since the summer stand down is in effect, he is looking at having a video, prepared by 921 squadron, played on the coach buses during their trip. Since it is difficult for the IACE cadets to get a chance to go up in the gliders, he added that it would be ideal if OPC had a glider devoted to IACE familiarization flights. L. MacIntyre is looking into arranging a survey for the Host Families in an effort to increase the pool and improve the experience for both the cadets and the families. CAE will take cadets in July 2011 for a factory tour and take 4 cadets in a full flight simulator for 20 minutes. Canada will now exchange with South Korea and the Czech Republic will come in as an observer into the IACEA.

4.5 League Industry Partners Committee – G. Fabes

G. Fabes indicated that the LIP report could be found on page 34 of the SAM meeting book and had nothing further to add at this time.

4.6 Members Committee – K. Higgins

K. Higgins sent his regrets. It was indicated that a few teleconferences will take place in the new year and a full report will be provided by the 2011 AGM in June.

4.7 Music Committee – G. Johnston

G. Johnston indicated that the TORs have been completed and announced that Sennheiser has offered their support (G. Fabes gave a brief description). A position paper has been prepared and will be submitted to the company at a later date. G. Johnston added that he has two very good candidates joining him on the committee.

4.8 National Policy Procedure & By-Laws Committee – B. Burchinshaw

B. Burchinshaw announced that F. Johnsen is now a new member of the committee and they are looking to recruit a possible third member who is bilingual and could review both the English and French manuals for consistency.



AIR CADET LEAGUE OF CANADA BOG MEETING ROPs

November 19th, 2010

4.9 National Public Relations and Image Committee – M. Lacroix

M. Lacroix spoke about the article for the **Q/OV** Aviation Day for Air Force magazine which included an interview with P. Barabey and M. Lacroix's daughter who helped to welcome the cadets. He also confirmed that the Air Cadet brochure is ready and that the committee is considering distributing the PR information on USB keys as part of a recruiting tool.

5. New Business

5.1 Selection of FYE 2011 Auditors (on the recommendation of the Finance Comm.) – B. Robert

B. Robert explained that as per the decision at the AGM to select new auditors, S. Matresky and R. McAndrew began searching for a replacement firm. Many RFPs were collected and a matrix was produced and presented to the Finance Committee for review.

Moved By: B. Robert

Seconded By: K. Mann that Andrews and Company be accepted as the new auditors for the year 2010-2011.

Carried

5.2 Statement of Investment Policy – B. Robert

B. Robert stated that the Finance Committee is recommending that we keep the current Statement of Investment Policy currently in place.

Moved By: B. Robert

Seconded By: J. Johnson that the League keep the current Statement of Investment Policy.

Carried

5.3 SPU Goal D3-2, 3 – S. Matresky (discussed as part of 2.4)

S. Matresky reported that a catalogue analysis was performed and report prepared (will be circulated by email). She concluded that it is worth keeping a catalogue running out of the National Office.

5.4 SPU Goal A1 & A4 – T. White (discussed as part of 2.4)

T. White reported that the document is now complete and the implementation is also underway. He confirmed that these two items are now complete and suggested that a follow up survey be done to see if the members are satisfied with the way things are being implemented. The National Office brochure should be the last item needed to close the loop on this and was handed out at the SAM.

5.5 SPU Goal B1-3 – J. Walker (discussed as part of 2.4)

J. Walker reported that the committee found that members are generally satisfied with what the League is doing. They are most confused in the area of communication. The report was conducted last year, but many of the suggestions are already now in place or are well on their way. Discussion ensued as to how communication and the National website can be improved and it was agreed that the next step should be implementation.

5.6 AGM 2014 (Pan Territorial) – G. Fabes

G. Fabes reported that he has now received an official offer from the Pan Territorial Committee to host the 2014 AGM in Yellowknife. The EC was supportive of and enthusiastic about the idea and it was determined that the cost increase would be approximately 20% higher than average. The BOG expressed its support and G. Fabes indicated that he would cover this item at the Saturday meeting to ensure that the members were supportive.

5.7 AGM 2016: Location – G. Fabes

G. Fabes referred to the offer made by BC to host the AGM 2016 and reported that it was decided by the EC that the League will accept their offer. It will be 10 years since BC last hosted, and the year 2016 is a special one as it marks the League's 75th anniversary.



AIR CADET LEAGUE OF CANADA BOG MEETING ROPs

November 19th, 2010

5.8 IACE Planning Conference 2016: Canada to Host – G. Fabes

G. Fabes reported that it had been decided by the EC that Canada will host the 2016 IACEA conference. It will be the League's 75th anniversary and 10 years since the last time Canada hosted. Ottawa will be the location as it is accommodating the National Office staff and therefore easier to plan.

5.9 EC Committee Expenses – G. Fabes

G. Fabes reported that the following decisions were made at the last EC Teleconference:

- 2011 -12 Budget
 - will include a new budget line: EC Members Travel to AGM and SAM \$10,000.00 (average of \$2,000. x 5)
 - Line 116 President's Travel Fund will remain as a separate item
- 2010-2011 Budget
 - assign \$5,000 for EC Members travel to SAM 2010 (from Contingency - Line 215)

5.10 Presidential Certificates for Squadrons – G. Fabes

G. Fabes reported that Provincial Committees can apply to have a Presidential Certificate (Policy 5.8.2.8) awarded to Squadrons. To be considered, a squadron must be officially proposed by the Chair of the Provincial/Pan Territorial Committee. The Chair must submit a written narrative explaining the special/unique action/activity/initiative that the squadron undertook, during the 2010-2011 training year, which led him/her to nominate the squadron for consideration, by the National President, for this award.

5.11 Approval of AB By-Laws – K. Mann

This item was tabled until the next meeting, as the By-laws must first be reviewed by the Executive Director.

5.12 Presidential Term of Office – G. Fabes/G. Johnston

G. Fabes proposed that the term of office of the National President be one year renewable for one additional year with the acceptance of the incumbent and the recommendation of the BOG; and that the words "except that a President may serve for only one year" be deleted from Section 3.2.6 of the PPM and be replaced with the above text.

8 against / 4 for = motion not carried

6. Conclusion

6.1 Reports of the Vice Presidents

The Vice Presidents had nothing further to report at this time.

6.2 Good and Welfare of the ACL – All

F. Johnsen presented a video of the AB PC's Camp Worthington.

6.3 Next Meeting – G. Fabes

The next meeting will take place by teleconference on January 19th. This concluded the meeting.