



AIR CADET LEAGUE OF CANADA

BOG MEETING ROPs

January 18th, 2012

MEETING INFORMATION

Meeting Date: January 18th 2012

Start Time: 1900hrs

ATTENDANCE

Don Berrill	Present	Lloyd MacIntyre	Present
Marcel Bineau	Present	Keith Mann	Present
Bob Burchinshaw	Present	Terry Platana	Present
Don Doern	Present	Gary Pinsent	Absent
Grant Fabes	Present	Bob Robert	Present
Ken Higgins	Present	John Walker	Present
Tom Holland	Present	Tom White	Present
Fred Johnsen	Present		
Marc Lacroix	Present		
Jerry Elias	Present Chair, Aviation Committee		
John Scott	Absent Chair, Res. Gen. Committee		
Darlene LaRoche	Present CofC		
Sarah Matresky	Present ED		
LCol. Y. Therrien	Present SSO Air		

1. Administration

1.1. President's Opening Remarks

The President welcomed everyone to the call and thanked them for their participation. **New Items for Agenda – B. Robert**
There were no new items for the Agenda.

1.2. Approval of Agenda – B. Robert

Moved By: L. MacIntyre

Seconded By: T. White that the Agenda be approved as presented.

Carried

1.3. Approval of Record of Proceedings: Nov. 18/11 – B. Robert

Moved By: F. Johnsen

Seconded By: M. Bineau that the ROPs be approved as presented.

Carried



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2. Information

2.1. President's Report – B. Robert

The President had the following points to make:

- The Minister of National Defence's office appointed George Canyon as Colonel Commandant of the Royal Canadian Air Cadets. He instructed everyone not to contact G. Canyon just yet until further notice. LCol. Therrien will speak with G. Canyon to gauge his level of interest/involvement in the program.
- The procedure for distribution and the awarding of the Queen's Jubilee medal is being developed. Number of medals for the Air Cadet League is not known at this time. B. Robert will be representing the League at the inaugural ceremony on February 6th at Government House.

2.2. Executive Director's Report – S. Matresky

S. Matresky informed everyone that her report is included in the supporting material and she has nothing further to add at this time.

2.3. National Finance Committee Report – J. Walker

J. Walker reported that the return rate for the ACC9's for 2011 is at 47%. His main concern at this time is that he has not received any submissions from NL. J. Walker has email the NL treasurer and is awaiting a response. As well, he is still awaiting many outstanding financial reports from the provinces, but expects to receive more shortly. J. Walker's other concerns will be addressed later in the Agenda. D. Berrill asked about the anticipated surplus for the 2011-12 fiscal year. J. Walker said it would be covered under the Budget agenda item.

2.4 Provincial Chairs Report – D. LaRoche

D. LaRoche reported that the Chair of Pan Territorial informed her that 551 squadron in Whitehorse is celebrating its 60th anniversary on February 9th. The Commissioner of the Yukon, also a 551 alumni, will be at the ceremony to mark the occasion.

2.5 D Cdts Report – Lcol. Y. Therrien

LCol. Therrien indicated that it is business as usual, and he has nothing further to report. J. Elias asked if the colonel has heard from Transport Canada. LCol. Therrien said no, but he is expecting that they will contact him soon as he is working with them on the exemption issue.

2.6 NS By-Laws (electronic vote)

Governor Tom White MOVED and Governor John Walker SECONDED to approve proposed amendments to the Nova Scotia Provincial Committee of the Air Cadet League of Canada by-laws. The Motion CARRIED.

Votes for – 13

Votes against – 0

Not heard from – 2

Not required to vote - 1 (President)

3. Business Arising

3.1 SPU08 Scorecard

See attached document for details.



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3.2 Cadet Supervision (In Camera) – G. Fabes

3.3 CRS Review / Program Evaluation / Strains on Partnership (In Camera) – B. Robert

3.4 Ministerial Directives Update – B. Robert

B. Robert thanked everyone who commented on the draft Ministerial Directives circulated on the 8th of December. He noted that the DND stakeholders had a meeting scheduled on Jan 12th to discuss the MD's and review implementation sequence and requirements. He asked Col. Fletcher for an update and the colonel responded that D Cdt's was currently awaiting the Navy League's comments to the latest draft. Once a final draft is written the DGRC plans to meet with the three League presidents to review the document before publication. S. Matresky followed up with the Navy League yesterday and they are still working on a response. D. Berrill commented that he did not feel it was appropriate for the QR&O's to be switched over to Ministerial Directives and he wanted more discussion on the issue as he believes it is a big mistake for the Air Cadet League and the other two Leagues to allow this transition to take place. B. Robert advised that the remainder of the discussion will take place during the in camera portion of the call.

3.5 PPM Changes Honours and Awards – T. White

Three amendments to Honours and Awards were submitted to the BOG for review.

Moved By: T. White

Seconded By: J. Walker that the amendments be approved as presented.

Carried

3.6 BOG Meeting at SAM (Move it to Thursday) – K. Mann

K. Mann made a proposal to move the Board of Governors Meeting from Friday afternoon to Thursday afternoon. He reasoned that at present there is no flexibility should a meeting run longer than expected, and with the BOG's lengthy agenda this year, a few items were rushed or cut reports short due to time.

1. By moving to Thursday, the BOG would have Thursday evening if we needed the extra time.
2. By moving, all Governors would be able to attend, as there would not be the conflict with their respective Committees.
3. This would have no impact on the Provincial Committees and the cost savings made a couple of years ago, as they would still be able to come in Thursday night for meetings on Friday.

Discussion ensued about who would have to travel in early and the feasibility of the change.

Moved By: K. Mann

Seconded By: T. White that the meeting be moved to Thursday

Carried

3.7 Resource Generation Committee Proposal – J. Scott (absent)

D. Berrill presented the item on J. Scott's behalf and stated that in the document circulated, J. Scott indicates what a marketing firm will not do for the League and suggests that the money that will be set aside to fund the project continue to be reserved to employ/contract someone to work for the League in a fundraising capacity. J. Walker commented that the new proposal sounds as if it will become an annual cost when initially the funds were in support of something that was considered 'one-time only'. He hopes that eventually it would become self-funded and added that he has not included anything in the new budget as some may have understood because there is simply no room. J. Walker recommends that some cash reserves be dedicated instead as the League is running a surplus for the year. D. Berrill added that the League nationally needs to work on improving its standpoint on what it needs money for because there are always plenty of global ideas, but never anything specific. Discussion ensued. The BOG notes that the RG Committee of the ACL will be looking for approximately 40k, possibly towards the end of the next fiscal year.



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4. Committee Reports

4.1 Air Cadet Committee – M. Lacroix

M. Lacroix indicated that he is working with S. Matresky and R. Brooks to look at making available E-Learning courses for Air Cadets (ground school, leadership etc.). An action plan is being formulated and he will provide more information at the next BOG meeting. He asked for clarification on who is to develop a policy on social media. B. Robert answered that the PR&I Committee has been tasked with this project.

Action: M. Lacroix – action plan

4.1.1 National Sections Sub-Committee – M. Bineau

M. Bineau reported that the Fortress process is working well. He spoke to Capt. Caron about it this afternoon because there are still a few things to be worked out. Once M. Bineau has more input from the PCs in the next few weeks regarding the new process, he will have more to report next meeting.

4.2 National Aviation Committee – J. Elias

J. Elias indicated that his report was included in the supporting material. He added that he wants to assure DND that the League will be going forward and upward with the new paint scheme, he just still needs to hear back from a few provinces.

4.3 National Effective Speaking Competition Committee – K. Mann

K. Mann reported that he is in negotiations with WestJet for the renewal of the agreement for sponsorship of the competition. He has been advised by H. Spear that the renewal should not be an issue. As well, he added that he is looking at possibly improving the ES competition banner to incorporate the WestJet logo rather than have two separate banners.

4.4 IACE Committee – L. MacIntyre

L. MacIntyre indicated that his report was included in the supporting material and added that he thanks his committee for their hard work to date. Discussion about the motion ensued.

Moved By: L. MacIntyre

Seconded By: T. White that the hosting responsibility for the 2013 IACE program be assigned to the Alberta PC, and that further discussions take place concerning the possibility of the British Columbia PC joining with the Alberta PC in hosting in subsequent years.
Carried

4.5 League Industry Partners Committee – G. Fabes

G. Fabes reported that the LOA with Hamilton Watches has been agreed to. They will be providing two pilot watches annually to the top Power and Glider cadets in Canada. Hamilton Watches is discussing with DND the possibility of giving the cadets the watches that are also awarded to the Snowbirds team. G. Fabes is also working on an MOU with NAV Canada that would have three basic elements: a bursary for a cadet attending the Airport Operations course; provision of tours and speakers; and educational material. The intention is to have both the LOA and MOU signed at the AGM in June.

4.6 Members Committee – T. Holland

T. Holland reported that everything was covered under the SPU and he looks forward to having the Member Training courses up and running soon. B. Burchinshaw said that the Operational Guide was referred to the Members committee at the SAM and asked for a timeline. T. Holland answered that he will have something for the next BOG meeting.

Action: T. Holland – Operational Guide



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4.7 Music Committee

Covered under the SPU update.

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

B. Burchinshaw reported that his main concern is how the League is treating By-Laws. He said there is no template or rules to draft provincial By-Laws and he is hesitant to be responsible to approve these laws. He is working with F. Johnsen to come up with a 'suggested' list of requirements/guidelines for PC By-Laws, to help them. B. Robert indicated that the Board still wants B. Burchinshaw's expertise when looking at the By-Laws from an ACL perspective to ensure they do not contravene the National By-Laws and policy. The PCs need to satisfy both their Provincial laws and the National level.

4.9 National Public Relations and Image Committee – G. Pinsent

G. Pinsent submitted a written report. B. Robert asked if S. Matresky has been consulted regarding the electronic brochure. S. Matresky said yes, but she needs to take another look at it before it can be published online.

4.10 National Resource Generation Committee – J. Scott

Item covered in 3.7

5. New Business

5.1 ED Closed Meetings SAM/AGM – S. Matresky

S. Matresky indicated that there was a misunderstanding in an internal email that was circulated and the ED's meeting will be 'open'.

5.2 Approval of Provisional Budget – J. Walker

J. Walker said the attached budget is a sneak peak for the BOG and he will be seeking approval in March before it goes to the members in June for final approval. The large items for the budget are: the increase for IACE and Member training. D. Berrill stated that while it is great that the ACL will be in a surplus position again this year, the League really only spent five of the ten dollar assessment fee and we need to look at utilizing the entire amount and the Board needs to decide on just 'what' the League wants to spend money on. There was some difficulty in approving the extra funding for IACE this year, which should not have been the case when the League is running such a large surplus.

Moved By: J. Walker

Seconded By: K. Mann that the salaries and compensation & benefits portions of the budget circulated to the BOG be approved so the staff can decide on how much they would like to contribute to their RRSPs for next year.

Carried

5.2.1 ACL Pension Fund (D. Logan) – J. Walker

J. Walker indicated that the markets have not been doing well. The League's actuaries recommended that the contributions be doubled to maintain D. Logan's pension fund (\$600/month). S. Matresky confirmed that we also paid a top up fee to the fund this year as well.



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5.3 Confirmation (or amendment) of the ACL Statement of Investment Policy – J. Walker

J. Walker said that there is an annual requirement for the Finance Committee to review the Statement of Investment policy. The committee recommends that there be no changes to the policy for the upcoming year.

Moved By: J. Walker

Seconded By: T. Holland that the Statement of Investment Policy remain the same for the upcoming year.

Carried

5.4 Registration and Screening (Appeal Process; Standard Cards; Matrix of Approval, etc.) – F. Johnsen

Item covered in SPU08 completion matrix Goal A3

5.4.1 Screening of Volunteers – D. LaRoche

D. LaRoche asked if it was necessary for members of the Advisory Board to be screened if they rarely come into contact with cadets. K. Higgins said that yes, all members need to be screened that the most senior members of the League need to set the example. S. Matresky added that if a person is not screened, they are not covered under the League insurance, and it is imperative that everyone is screened.

5.4.2 BCPC Registration and Screening Documents- F. Johnsen

F. Johnsen had to leave the teleconference early and therefore the item was differed to the next meeting.

6. Conclusion

6.1 Reports of the Vice Presidents

T. White agreed to be the EC contact to liaise with the Honorary Directors in the League to keep them updated by email about what goes on in the organization.

T. White has been working with D. LaRoche to update information for next year regarding Wreaths Across the Border.

6.2 Good and Welfare of the ACL – All

Nothing further.

6.3 Next Meeting – B. Robert

The next meeting will take place March 21st 2012 at 1900 ET by teleconference. This concluded the meeting.
