



AIR CADET LEAGUE OF CANADA BOARD OF GOVERNORS 2009 - 2010

MEETING INFORMATION

Meeting Date: Wednesday August 12, 2009

Start Time: 1900hrs

End Time: 2100hrs

Location: Teleconference

Purpose: Regular Scheduled Meeting

ATTENDANCE

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

AGENDA

1. Committee Business

1.1. Review Agenda – Joe Johnson (10 minutes)

Moved By: Bob Robert

Seconded By: Keith Mann

Carried

1.2. Approve Minutes of Last Meeting – Joe Johnson (10 minutes)

Moved By: Grant Fabes

Seconded By: Jan Reidulff

Carried



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1.3. President's Report – Joe Johnson (10 minutes)

- IACE in Ghana has been very difficult to plan.
- Last week in July, staff mid-year reviews went really well.
- IACE Final Dinner, Grant did a fantastic job.
- Keith, Joe and Fred Johnson are attending graduation parade in Cold Lake Alberta.
- First week of September Joe is attending CAP conference in San Antonio Texas.
- Reminder to submit committee member names to Joan at National by 15 SEP 09.

1.4. Finance Committee Report – Bob Robert (10 minutes)

- Received end of July financial statement. Still to be reviewed and sent to the committee and the EC.
- \$100,000.00 of grant received as scheduled.
- Please review the finance committee report and provide updates as required.

1.5. Executive Director Report – Jean-Marc Lanoue (10 minutes)



- Harmonizing of chartered accounts with the budget, 95% done with the exception of a few items.
- Grant proposal will be done by end of the month.
- BMO is looking at our portfolio and will be giving us a reduction in service charges.
- Letter of deemed expense of Aviation will be distributed to the PC's by month end.
- Sarah is taking maternity leave but staying on as a consultant.
- Leigh Ann completed her 3 months since 4 AUG 09.
- Pending results from Manulife regarding Chantal's appeal.
- Website to be launched mid-August, use the members only page for sending out meeting notices.
- Risk Analysis, working with the Michaud case in Manitoba.
- Insurance updated and to be billed to PC's.
- WestJet Scholarship, we don't know who is going to send the cheque to the winner. Check with Harold Fowler. Craig Hawkins and Herb Spear should be the lead regarding the scholarship.

1.6. League Industry Partners – Grant Fabes (10 Minutes)



- CADENCE, the article was sent out to all including LIP partners.
- There have been many contacts made generated from the article.
- Chuck attending the graduation parade at Canadore College on Friday and will present the two awards from AVEOS and CAMC.
- With the new LOA with Sennheiser, Cadets who win PPScholarships from ALPA, CAE and BCAA will receive headsets as a part of these awards.



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- MOU discussions continue with the National Airlines Council of Canada, and we will hopefully have information from them by the SAM.
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1.7. International Air Cadet Exchange – Grant Fabes (10 minutes)



- Farwell dinner was held in Montreal on August 3, and all cadets had left by August 6, 2009.
 - Exit survey completed and sent out to Committee Members.
 - Pending financial statement.
 - Will have next year's schedule ready for next year by SAM.
 - Herb Spear to let us know whether or not we could split the cadets into two groups, one to fly to the west coast and paid for by WestJet.
 - Lloyd let us know that we had difficulties getting host families for the cadets in the Québec City area.
 - Bob, attended UK exchange with a total of 25 cadets and two escorts. Three countries were observing, the People's Republic of China, South Korea and Kosovo. Canadian programme was outstanding. Next IACE conferences scheduled for Seattle 2010 and Amsterdam in 2011.
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1.8. Recruiting and Retention – Ken Higgins (10 minutes)

- Meet with territorial chairs, sent to each the guidelines and principles for SSC's.
 - Did we receive comments from LtCol. Gaboury regarding the National Marketing Plan.
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1.9. National Training & Education – Thomas White (10 minutes)

- Update sent regarding the CPU from Christian Bergeron
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1.10. Strategic Plan Update – Jan Reidulff (10 minutes)



- A3-2, completion of this objective is in jeopardy. DND does not acknowledge communications as an issue.
 - A6-2, tangible support to air cadets to recognize major supporters.
 - A8-3, risk management need info regarding recommendations implemented.
 - A9-1, outcome from the AGM was inconclusive. A discussion paper will be circulated prior to SAM09. The Completion date was changed to SAM09.
 - B1-2, date changed to 31 MAR 10
 - B1-3, date changed to AGM 10
 - B1-4, date changed to SAM 10
 - B5-1, will there be updated volunteer recognition tools available.
 - C2-1, SAM 09
 - C2-2, SAM 10
 - C4-1, completed with the AGM09 discussion paper and the formation of a standing committee.
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- C5-1, completed with an MOU for First Aid Training with St. John's Ambulance and Canadian Red Cross.
 - C6, communication plan being worked on by public relations committee
 - C7, standardized certificates complete. The templates will be made available on the web site.
 - C9-1, being looked at in Sept. 09. Complete.
 - C9-2, ongoing.
 - D2, completion dates extended by 1 year.
 - D2-1, 15 JAN 10
 - D2-2, 31 MAR 10
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1.11. Effective Speaking – Gladys (10 minutes)

- Manitoba and Ontario have not provided numbers of those who are participating in the ES programme.
- Motion to approve new topics for Effective Speaking were voted on and amended are as follows:
 1. How being an Air Cadet has affected my Life
 2. The Future of Space Exploration
 3. What it takes to be a true Leader
 4. Canadian Astronauts
 5. What will be the next advancement in Aviation
 6. Why Canada is a Great Country
 7. My fondest Cadet Memory
 8. Air Cadets, how a few changes will attract the youth

Moved By: Tom White

Seconded By: Llyod MacIntyre

- Don Berrill and Ken Higgins to collect numbers
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1.12. Accommodations – Geoffrey Johnston (10 minutes)

- Proposed terms of reference to be created and sent out for review.
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1.13. Music – Geoffrey Johnston (10 minutes)

- Lt Col. Gaboury would like to ensure we have a rep available for Annual Music Program co-ordinating meeting at CFB Esquimalt. Doug Sutherland to attend the meeting and have expenses covered.
 - Proposed terms of reference to be created and sent out for review.
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1.14. Public Relations – Marc Lacroix (10 minutes)



- Making an action plan to achieve the SPUC6-3, to produce a communications letter for the League.
- To provide a chain of communication for cadets, cadet world. Putting together a complete brochure for new cadets on what they can achieve from day 1., see if DND can be approached regarding a budget.



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- Grant to provide an outline for key ideas. Marc & Ed to provide content structure. Each member to provide input, Sept 1-Oct 16. Input then to be revised by Marc & Ed by November 2. Communication plan to be deliberated by the committee by November 9. Sent to the board for reading by Nov 12 and approved at the SAM.
 - Will verify with DND for financial support prior to requesting a budget.
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1.15. National Selections – Keith Mann (10 minutes)

- Nothing to add but finding out who is forming the committee.
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1.16. National Flying – Eric Steffensen (10 minutes)

- Jean-Marc mentioned about the accident, cadet was suspended.
 - Cesna 182 BC being put on the contract of service. Signed by Joe and the CDS.
 - Advanced gliding trial is going well and will consist of 5 flights in 223 as well as 5 demos in the glider. Will prove to be good for cadets as well as the CIC.
 - 15 cadets on as a trial, 250 + 15 PPS.
 - Bob would like to know if Eric's keeping a look out for what the League will have to fund later.
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1.17. Member Registration & Screening – Ralph Thistle (10 minutes)

- Has a survey for the PC's to revamp the application form but no changes to be made as of yet.
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1.18. Vice-President's Reports – Joe Johnson (10 minutes)

- Tom White, power and glider graduation on Friday
 - Bob Robert, guest of honour at Durham Flight Centre Power Scholarship Graduation. 25 Graduates.
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2. Old Business

N/A

3. New Business

N/A

4. Committee Business

4.1. Next Meeting – Joe Johnson (10 Minutes)

Moved By:



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Seconded By:

Wednesday October 14, 2009 @ 1900hrs

4.2. Good and Welfare – Joe Johnson
