



# AIR CADET LEAGUE OF CANADA

## EC Teleconference ROPs

**February 13 2013**

### MEETING INFORMATION

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**Meeting Date:** February 13 2013

**Time:** 1900hrs

**Location:** Teleconference

**Purpose:** Regular Scheduled Meeting

### ATTENDANCE

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Ken Higgins	Present	Fred Johnsen	Present
Bob Robert	Present	Thomas Taborowski	Absent
Tom White	Present	Sarah Matresky	Present
John Walker	Present	Colonel Yves Therrien	Present
Keith Mann	Absent		
		Kevin Robinson (Vice Chair of Chairs)	Present
		Bob Burchinshaw (NFP Act Trans.)	Present

### AGENDA

#### 1. Administration

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##### 1.1. President's Opening Remarks – K. Higgins

K. Higgins welcomed everyone to the call.

##### 1.2. New Items for Agenda – K. Higgins

No additions.

##### 1.3. Approval of Agenda – K. Higgins

**Moved By:** F. Johnsen

**Seconded By:** T. White that the Agenda be approved.

Carried

##### 1.4. Approval of Record of Proceedings – EC Meeting December 2012– K. Higgins

**Moved By:** T. White

**Seconded By:** B. Robert that the ROP of the December 2012 EC meeting be approved.

Carried



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### 2. Information

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#### 2.1. President's Report – K. Higgins

K. Higgins distributed the following report to the EC members prior to the call:

*I had telephone conversations and E mail exchanges with:- Spoke with (a) John Walker reestablishing the annual dollar value of fundraising efforts of all levels of the League, a task made more difficult by the variations of SSCs completing the ACC9 and those who do not –(b)Tom White re Vintage Wings/League Support Protocols, - (c) Fred Johnson re Screening and Registration handbook, - (d) Keith Mann re Squadron Crests, Poster, a 75th Anniversary project originating with Mike Symons, BCPC, - (e) Bob Burchinshaw re Not For Profit Corporation Act – Survey of Honorary Members.*

*Excellent work is being conducted by these members and their respective committees or work groups on these important topics. Many thanks to all involved.*

*Tuesday January 8th I took part in a conference call with General Milne, Col Pratt and the League Presidents to provide continuity from the NCC meetings. These are to be regularly scheduled, and are in my view a very worthwhile event in the calendar.*

*In February Sarah Matresky is scheduled to return from maternity leave and to resume her position as Executive Director. Welcome back Sarah.*

*Candace (Dennison) has been the Acting Executive Director while Sarah was on leave and I will take this opportunity to thank her for the excellent work performed during this time. One recent initiative that deserves special mention was her successful effort to secure an additional twenty five Queen Elizabeth Diamond Jubilee medals for League members; a much appreciated outcome for all recipients. Well done Candace.*

*The CRS report of Nov 2012 remains a restricted document and not for release to the League until later in the month of February. This is puzzling in that the League is not just an interest group but a mandated partner with the CF and was part of the review. The League has duties and responsibilities to fulfill that enable the cadet program to be provided in hundreds of communities. These duties were included and assessed in the review hence our legitimate interest to be provided with relevant details. Nonetheless, patience was to be the order of the day.*

*However, during this waiting period the Management Action Team requested a written response from the NLL office. I wrote to Colonel Pratt explaining the difficulties arising from this request arriving during the time that I was not permitted to provide the Board of Governors, PC Chairs et al with details of the review that refers in particular to League performance. I wanted some relief from this restriction given the request from the Management Action Team. Colonel Pratt was on leave but the request was rejected by L/Col Mario Albert. It will be later in the month of February before details of the review and the management action plan are to be made available to us.*

K. Higgins added that the CRS report has still not been received. Y. Therrien added that he will attempt to get it released to the League.

#### 2.2 Executive Director's Report – S. Matresky

S. Matresky reported that she has been very busy upon her return. She recently met with Sue, the League's new Fund Generation Specialist and looks forward to working with Sue in the future. S. Matresky added that the Aviation Insurance Renewal is well underway and the AGM registration will be out in the coming days. Last Thursday she attended an NFP Act seminar and will be attending the Dawn Patrol Breakfast next Friday. Other items included the new co-op student in the office, Policy Manual updates, and budget review. S. Matresky also indicated that the Translator F. Mongeau, who suffered a fall in the office in November, has yet to return to work, but will enquire with WSIB for details.



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#### **2.3 Finance Committee Report – J. Walker**

The Financial Statements were provided to participants prior to the call. J. Walker continues to review the ACC9s while B. Robert continues with the budget process.

J. Walker reviewed the statements and indicated that the League has had to continue to supplement D. Logan's pension plan as the fund is still not performing well. Professional fees are still on the rise as well as the League's translation costs. Until the return of F. Mongeau, all translation has been farmed out and the League has incurred a greater expense as a result. In closing he added that the League is ahead of budget and year end is looking good.

B. Robert added that S. Matresky is to provide budget for fundraising by March 1<sup>st</sup>.

#### **2.4 Provincial Chairs Report – K. Robinson for T. Taborowski**

K. Robinson indicated that his committee has nothing further to report at this time.

#### **2.5 DCdts SSO Airts Report – Y. Therrien**

Y. Therrien reported that he continues to work on the Strategic Review. Most of his time as of late has been occupied with the CRS report. He added that he is very excited about the Vintage Wings Yellow Wings project this summer where the organization will fly in to CSTCs across the country and give flights to cadets. He is currently working with the League's committee to work out the PR details and plans for promoting the event. More to come.

### **3. Business Arising**

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#### **3.1 Fundraising Position Update – K. Higgins**

S. Matresky covered this item in the ED report and had nothing further to add at this time.

#### **3.2 Chair of Chairs Report (SAM) – K. Robinson**

See item 2.4

#### **3.3 Epaulet Survey – T. White**

T. White reported that a survey was conducted with the Chairs. Most were in favour of epaulet covers but indicated that they should not be considered mandatory. AFAC charges \$7.50/pr for the catalogue item. An order will be placed through the National Office and the BOG will be informed at the next meeting in March.

#### **3.4 Vintage Wings Update – T. White**

T. White reported that his committee decided that an OPI/PR will be needed in each province. T. Taborowski has sent an email out to the Chairs for support. He asked Y. Therrien if a Wing made a donation could they have a cadet of their choosing fly in the aircraft. Y. Therrien believes that anyone willing to pay should be afforded the opportunity. EC considered a possible donation to Vintage Wings in support of the project. Discussion ensued.



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#### 4. New Business

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##### 4.1 NFP Act Progress Report – B. Burchinshaw/ B. Robert & S. Matresky

B. Burchinshaw reported that the team has been very busy. The chair of the Advisory Board has endorsed the use of 'Honoraries and Other Associates'. This now puts the League in compliance with the new Act and the term 'Associates' will be incorporated into the PPM in section 4.1.3 while all other terms can now remain the same. The EC/BOG will have to approve this new section for insertion.

B. Burchinshaw added that the Purposes and Articles of the League have been reviewed by the lawyers and now the team is proceeding with amendments before submitting for another review. The lawyers will also prepare a letter to the CRA in support of the League's T3010 submission. B. Burchinshaw provided some details of the Purposes and Articles, indicated that a letter will be sent out to the Honoraries and discussed proxy voting before concluding his report. The EC feels the League should drop proxy voting for the League under the new act and it will be put forth the BOG in March. K. Higgins and B. Robert thanked B. Burchinshaw for his tremendous effort.

**Moved By: T. White**

**Seconded By: F. Johnsen** that the terms 'Honoraries and Other Associates' now be incorporated into a new paragraph in the section that follows in the PPM and be presented at the next BOG meeting in March.

Carried

##### 4.2 Fundraising Collaboration Meeting – S. Matresky

This item was removed from the Agenda.

#### 5. Conclusion

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##### 5.1 Reports of the Vice-Presidents – Various

J. Walker indicated that the ACC9's are at a 60% return nationally.

F. Johnsen indicated that the Music Committee Virtual Music Competition and Screening Handbook will be available for distribution soon.

##### 5.2 Good and Welfare of the ACL – All

N/A

##### 5.3 Next Meeting – K. Higgins

The next meeting of the Executive Committee will take place by teleconference on April 17<sup>th</sup> 2013.