

**TO:** Board of Governors  
Provincial Chairmen

**FROM:** Richard Logan  
Executive Director

**SUBJECT:** RECORD OF DECISIONS  
EXECUTIVE COMMITTEE  
CONFERENCE CALL 17-12-97



December 17, 1997  
**Memorandum**

**1. APPROVAL OF THE RECORD OF DECISIONS – NOVEMBER 27, 1997**

**MOTION:** Moved/seconded by Len Jenks/Ron Ilko that the Record of Decisions from the meeting of November 27, 1997 be approved.  
**CARRIED**

**2. BUSINESS ARISING FROM THE MEETING OF NOVEMBER 27, 1997**

**ACC9 Completion**

Len Jenks advised that the Finance Committee is reviewing the following recommendations for the process of ACC9 collection:

- monthly reminders sent to delinquent squadrons
- accept current ACC9 as the new baseline
- involve the Provincial Committees by including a signature block for their level on the ACC9
- extend the submission date by 30 days
- revise the ACC9 and guidelines

If any forms are still not received, André Courville suggested that, as a last resort, the Air Cadet League accept a letter from the Provincial Chairman outlining the steps taken to secure the missing ACC9(s). This letter shall detail the visit to the squadron, the meeting with the sponsoring committee/chairman, results of the discussion and a statement that the delinquent squadron(s) is operating within the specified parameters.

**World Wide Web Site**

A review of the Internet policy of other organizations shall be conducted as a first step in the preparation of one for the Air Cadet League. Fred Hopkinson shall assist in this regard.

**RTU's Atlantic and other Regions**

Rhodie Mercer advised that the RTU situation is not perceived as a concern in other regions. No further action is warranted.

### **Year 2000**

Information on the Year 2000 problem shall be included with the Semi-Annual Meeting Record of Decisions. All committees were encouraged to begin working to ensure that their operations are compliant.

**3. DISCUSSION OF SEMI-ANNUAL REPORTS**

All Committee reports given at the Semi-Annual Meeting shall be included with the Record of Decisions as separate Annexes.

**4. DISCUSSION ON SEMI-ANNUAL MEETING FORMAT**

All aspects of the format were discussed and overall everyone agreed that it was a productive meeting.

**5. REPORTING FORMAT FOR COMMITTEES – ANNUAL MEETING 1998**

The Blue Book was well received and shall be repeated for the 1998 Annual General Meeting. André Courville noted that a standardized reporting format for all committees shall be developed for use in compiling the book for June.

**6. CONTACT WITH PROVINCIAL COMMITTEES**

Rhodie Mercer      A meeting shall be held in Moncton early next year to develop the L-19 agreement.

A potential method of fund raising was detailed. It involves the placement of donation boxes at the security entrance of airports. The CNIB have experienced great success, as passengers deposit their loose change in the donation box when proceeding through security rather than in the tray. André Courville expressed his support for this initiative and suggested that Provincial Committee Chairmen follow up on this proposal.

Len Jenks      Recreational Trips: The issue raised by BC shall be discussed by André Courville and Dick Logan with a reply to follow in due course.

Discussion on Volunteer Screening: André Courville advised that Bill Batchelor contact Ron Patton directly to discuss any questions he has on this matter.

Max Goldack      Work on ACC9 collection continues

Ron Ilko      No issues to report

André Courville requested that the Vice-Presidents discuss the Way Ahead Process during their ensuing calls to the Provincial Chairmen and determine any names that have been forwarded or should be forwarded to serve on the various Concept Teams.

**7. NEW BUSINESS**

**Pension Plan**

André Courville and Dick Logan shall meet immediately following the conference call with the Actuary to discuss the termination of the plan. A report shall be forthcoming for the next conference call.

**Succession Plan**

A Human Resources professional, Lynne Stout of Ottawa, shall be a member of the Search Committee for the new Executive Director. She has volunteered to work with this committee.

André Courville expressed thanks to the Executive Committee for their work during the Semi-Annual Meeting and the progress made throughout the year. He extended best wishes of the season to all.

**8. DATE AND TIME OF NEXT CONFERENCE CALL**

The next conference call shall take place on January 21, 1998 at 1000 hrs EST.