

TO: Board of Governors
c.c. Provincial Chairpersons
Advisory Board
National Directors

FROM: Jean Mignault
Executive Director

DATE: 19 Mar 03

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 19 MAR 03



Attendees: Chairperson: J. Ash President
B. Wolfe First Vice-President
G. Cuerrier Past President
G. Albert Vice-President
L. Bourgeois Vice-President
C. Hawkins Vice-President

J. Mignault Executive Director
S. Clark Chief Administrative Officer

Absent: LCol F. Gaboury Chief of Staff, DCdts

ITEM		ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks The Chairperson highlighted his recent meeting with DCdts in Ottawa.	N/A	N/A
1.2	New Items for Agenda No new items were added:	N/A	N/A
1.3	Approval of Agenda MOTION: Moved/seconded by L. Bourgeois/B. Wolfe that the Agenda be approved as distributed. Carried 5/0/0	N/A	N/A
1.4	Approval of Record of Decisions 19 Feb 03 MOTION: Moved/seconded by C. Hawkins/B. Wolfe that the Record of Decisions of 19 Feb 03 be approved as distributed. Carried 5/0/0	N/A	N/A

	ITEM	ACTION	STATUS
II	BUSINESS ARISING		
2.1	Aircraft Rental Rates J. Mignault reported that LCol F. Gaboury is finalizing amendments. L. Bourgeois questioned if a supplementary insurance bill would be permissible for additions or changes in aircraft. J. Mignault had indicated the need to account for such situations and will discuss with DCdts.	Exec. Dir.	Pending
2.2	National Director Replacement – MB MOTION: Moved/seconded by L. Bourgeois/C. Hawkins that George Evans be approved as a National Director, replacing D. Odell of Manitoba. Carried 5/0/0 J. Mignault shall formally advise MB Chair.	Exec. Dir.	Pending
2.3	League HQ Operating Grant J. Mignault has submitted a proposal to DND and Treasury Board for approval. The requested increase was \$122,500 annualized or \$372,500 reflective fiscal year 2004/05.	Info	Closed
2.4	Aviation Insurance The policy was renewed on 28 Feb 03. The non-owned aircraft policy termination date was also advanced to 28 Feb.	Info	Closed
2.5	Honorary Solicitor J. Mignault, P. Prescott, J. McKeachie and L.G. Jenks met with Stuart Clyne in early March, a Vancouver lawyer and potential Honorary Solicitor, to discuss his interest in this position as well as specific ACL legal concerns. G. Guerrier confirmed that any appointment would take place until the 2003 AGM. L Bourgeois suggested that a retired JAG would be beneficial as an Honorary Director or Member-at-Large. Recommendations may be forthcoming.	L. Bourgeois	Pending
2.6	Fund Raising Software League HQ has purchased the software <i>Income Manager</i> to manage the database of our national Fund Raising campaign. Two days of training are scheduled for 3-4 April 2003, following which time the new program will be operational (prior to launch of 2003-04 campaign). J. Mignault reviewed the fund raising software from the Rockefeller Foundation but it was deemed not appropriate to the ACL's needs. .	Info	Closed
2.7	AGM 2003 Discussion followed on the timing of the BOG and other committee meetings. MOTION: Moved/seconded by G. Albert/B. Wolfe that the AGM BOG meeting be held as late as practicable on Thursday, thereby permitting earlier Standing/Select committee meetings. Carried 5/0/0	Info	Closed

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	J. Ash stressed that BOG members shall not break off to attend other meetings while the BOG is in session.	BOG	Info
	Executive Committee members were encouraged to identify any issues from the provinces for review and possible resolution prior to the AGM.	Executive	Pending
	Discussion followed on the state of the northern area squadrons and committee.		
2.8	Web Site Enhancements Work is near completion on a member's-only section of the national web site. All members have already been asked to provide a username and password, which will be necessary to enter this section. Included will be the Director's Book, member biographies, minutes from previous ACL meetings and important notices and announcements not for public viewing. This area shall be operational prior to end-March.	Info	On-Going
2.9	Airforce Magazine Proposal L. Bourgeois reported that the AFAC have agreed in principal to re-establish an Air Cadet section. J. Mignault shall now finalize details with B. Tracy. B. Burke shall coordinate this project; L. Bourgeois volunteered to assist.	Exec. Dir. B. Burke	Pending
2.10	Liability Arising from ACL Bursaries a. York Soaring: J. Mignault shall advise OPC that this Glider training centre used by some squadrons is not endorsed or approved by DND and that the ACL needs assurance that the participating cadets have adequate insurance coverage. b. CFTA: discussion arose on the liability of the ACL in awarding such bursaries. As the risk was deemed miniscule, no change to the current practice of awarding CFTAs (sending funds to Provincial Committees for distribution to recipients) shall result. Provincial Committees with further concerns may opt to cancel the CFTA program in their region.	Exec. Dir./ OPC	Pending
III	NEW BUSINESS		
3.1	Quarter III Financial Report MOTION: Moved/seconded by C. Hawkins/G. Albert that the Quarter III Financial report be approved as distributed. Carried 5/0/0	Info	Closed
3.2	100th Anniversary of Flight The ACL has developed a pin (Eng/Fre) recognizing this milestone (NOT for wear on the uniform). It shall be available for sale to all Air Cadets in the near future. Mouse pads have also been produced – the English version can be viewed at www.aircadetleague.com/02/Mousepad.pdf . This design shall further be used as a main page on the ACL website to promote this occasion.	Info	Closed

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3.3	National Course Selections Selections have been completed for QC and MB. The files received thus far have been well-organized and complete.	Info	On-going
IV	CONCLUSION		
4.1	Comments From DCdts LCol F. Gaboury was absent.	N/A	N/A
4.2	Good and Welfare of the Air Cadet League Air Cadet Week: L. Bourgeois noted the lack of progress/promotion of this celebration; the Air Force is still willing to assist. J. Mignault reported that DCdts PR staff was developing the program but all have since departed. He shall discuss the LCol F. Gaboury and report prior to the next teleconference. Honours and Awards: G. Cuerrier reminded all to submit recommendations for awards, including Officer of the Year. QPC: G. Cuerrier outlined changes within QPC. E. Lanthier has been named Provincial Chair upon the resignation of M. Quenneville. Volunteer Survey: C. Hawkins issued a call for delinquent ACC9s. The next phase of the survey is stalled pending receipt of approx 85% of all ACC9s. ACC9 Form: The ACC9 form, under revision and near completion, shall not be revised for a five-year timeframe. 100th Anniversary of Flight: J. Mignault shall investigate painting the 100 th anniversary logo on ACL aircraft.	Exec. Dir.	Pending
4.3	Date and Time of Next Meeting The next meeting shall be Wednesday, 16 Apr 03.	Info	N/A
4.4	Adjournment There being no further business, the Chairperson adjourned the meeting.		