



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs SEPTEMBER 11, 2013

MEETING INFORMATION

Meeting Date: September 11/2013

Start Time: 1900 Eastern

Location: Teleconference

Purpose: Scheduled Meeting

ATTENDANCE

Edgar Allain	Absent	Darlene LaRoche	Absent
Don Berrill	Present	Lloyd MacIntyre	Present
Chantal Boily	Absent	Keith Mann	Present
Bob Burchinshaw	Present	Merv Orzirny	Present
Don Doern	Present	Gary Pinsent	Present
Ken Higgins	Present	John Scott	Present
Tom Holland	Present	Tom White	Present
Fred Johnsen	Absent		

Jerry Elias Present Chair, Aviation Committee
Marcel Bineau Present Chair, PC Chairs Committee
Sarah Matresky Present Executive Director

1. Administration

1.1. President's Opening Remarks – T. White

T. White welcomed everyone to the first BOG Teleconference of the new training year. He thanked everyone for their participation.

1.2 New Items for the Agenda

There were no new items for the Agenda.

1.3 Approval of the Agenda

MOVED BY: L. MacIntyre

SECONDED: D. Doern *that the Agenda be approved*

CARRIED

1.4 Approval of Record of Proceedings – BOG June 2013

J. Elias indicated that he was present at the meeting and it should be reflected in the minutes. J. Scott added that the minutes say 'consultant' where the word 'facilitator' should be used.

MOVED BY: L. MacIntyre

SECONDED: J. Scott *that the ROPs be approved as amended.*

CARRIED

2. Information

2.1. President's Report – T. White

T. White indicated that his full report was included in the circulated attachments. A moment of silence was held for the late John Walker, VP and Treasurer. T. White also declared a possible conflict of interest in accordance with the bylaws for Jerry Elias with regards to his position as Aviation Committee Chair as he is also a an occasional paid CI with RGS Central.

T. White also reported that 410 Squadron presented their brand new Coin of Excellence to two Cadets from 161 RCACS.



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2.2. Executive Directors's Report – S. Matresky

S. Matresky indicated that her report was included in the supporting material and asked that all claims be submitted as soon as possible for the AGM. Claims for the SAM should be submitted separately. Balance of the grant check has arrived and she's waiting to hear if the grant has been renewed for next year. S Matresky met with the new Young Citizen's Foundation and they anticipate providing a scholarship the near future. S. Matresky will be meeting the new director of cadets next week.

MOVED BY: J. Scott

SECONDED: D.Doern that ED's report be approved as presented.

CARRIED

2.3. Finance Committee Report – S. Matresky

S. Matresky reported that the paperwork has been submitted to update signing authority. She added that money from the provinces is slowly coming in and we are nearing the end of the second quarter. So far the League is in good shape. Two packages of cheques were returned from John Walker's office un-signed. The bank agreed to have only one signature for the time being to pay overdue bills etc. Everything else is been sent T White for signing. J. Scott asked about reimbursement of transportation costs for next year. S Matresky indicated that it would be looked at for next years' budget.

MOVED BY: M. Ozirny

SECONDED: D. Berrill that the Finance Report be approved as presented.

CARRIED

2.4. Provincial Chair's Report – M. Bineau

Marcel Bineau indicated that there was no chairs report for this meeting.

3. Business Arising

3.1 Flight to Gander – Voting Results

T White presented the Gander Flight voting results. He indicated that it passed unanimously by electronic vote. He gave a brief description of the activity and added that it was a success. Several League Members also participated as there were extra seats on the flight. Discussion ensued regarding the Invoice (who gets it, how much, how was it arranged). Questions were raised as to whether or not the activity we would be done again next year. Feedback from the cadets' families was positive. The conclusion was that it was a one time only event.

3.2 Confidentiality Agreement – Rebuttal Report – B. Burchinshaw

B. Burchinshaw presented his rebuttal to the Confidentiality Agreement signed by the BOG. S. Matresky added that it was indeed an oversight that at the BOG meeting held in June, no motion to approve the document was made before proceeding to sign. She added that in the May minutes indicate that D. Berrill and S. Matresky were to work on preparing a document; however that document was never actually approved formally. S Matresky confirmed that the agreement used was one already approved by the legal advisors for OPC. D. Berrill confirmed this and added that OPC has a Confidentiality Agreement in addition to a Code of Ethics policy. B. Burchinshaw added to that he personally consulted with a lawyer on the document and indicated that it is divisive and since OPC is not structured the same way as National and therefore should not be used.

MOVED BY: B. Burchinshaw

SECONDED: J. Scott that the Volunteer Confidentiality Agreement be rescinded by the BOG and a substitute document be prepared in two months time by the PPBLC and ED.

CARRIED

MOVED BY: B. Burchinshaw

SECONDED: L. MacIntyre that that the PPBLC produce a Code of Ethics to be approved by the BOG as policy.

CARRIED



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3.3 Social Media Policy – S. Matresky

S. Matresky reported that a Social Media Policy was developed for the League and the document closely resembles the Social Media Policy created by the Government of Canada (DND) and was modified to suit the League's needs.

MOVED BY: G. Pinsent

SECONDED: T. Holland that the Social Media Policy be approved as presented.

CARRIED

3.4 Petty Cash Policy – S. Matresky

S. Matresky reported that the Petty Cash Policy was approved in May, there was no amount listed in item #2. She recommended that the amount be \$50.

MOVED BY: K. Mann

SECONDED: D. Doern that the maximum amount that may be claimed in respect of any single item through the petty cash system be \$50.

3.5 75th Anniversary Report – K. Mann

K. Mann reported that the BOG is concerned about the proposed expenditures for the 75th celebrations, but he is asking for some guidelines for his committee. K. Mann primarily concerned as to whether or not the parade would be a go. D. Berrill indicated that he supports the parade activity and the expenditure for swag. Discussions ensued about the Cadet Assessment fee and D. Berrill indicated he would like to speak to the PC Chairs at the SAM about the fee.

MOVED BY: K. Mann

SECONDED: D. Berrill that the 'swag' portion of the 75th anniversary budget (\$38k) be maintained.

CARRIED

4. New Business

4.1 Treasurer & VP Vacancy

T. White spoke with the Nominating Committee and it was declared that the Vice President's position was now vacant after the passing of John Walker and subsequently a Governor's position would also be vacant. The Chair of the Nominating Committee began immediately to find a replacement.

MOVED BY: M. Ozirny

SECONDED: D. Doern that K. Mann be moved up to the position of National 1st Vice-President of the ACL.

CARRIED

MOVED BY: L. MacIntyre

SECONDED: B. Burchinshaw that D. Berrill be moved from his current seat as National Governor to the positions of Vice-President (4th) and National Treasurer.

CARRIED

4.2 Strategic Plan Update

S. Matresky presented the Strategic Plan Update 2014. She indicated that since the Renewal Plan for the CCO has not been released yet and there are many uncertain timelines with regards to the Cadet Program, dates have not been included in the SPU. The dates will be added as things unfold over the next few weeks. S. Matresky is looking for the BOG's approval of the document. J. Scott asked about the 'Owners' of each goal and S. Matresky said that the procedure will remain the same as per the previous plan.

ACTION: S. Matresky to add Owners, Mid-point Reviews and Completion dates.

5. Committee Reports

5.1 Air Cadet Committee

D. Doern is awaiting feedback from his committee with regards to the Aviation Technology courses. He added that the TORs for the committee have been rewritten.

ACTION: Conduct a vote on TORs electronically once everyone has had a chance to read them (1st week of October).



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5.2 Aviation Committee

J. Elias indicated that his report is attached. He has had no contact with Y. Therrien as he has been informed that he is not permitted to be in contact with the League at this time. This is worrisome as the facilitated conference on the future of flying is taking place in two weeks. Y. Therrien has written to the commander of the RCAF requesting permission to participate. Discussion ensued about the details and agenda of the conference.

5.3 National Resource Generation Committee

D. Berrill indicated that two items (Core Case Document and NRG action plan) are attached for information along with some notes about possibilities for the flying program. The committee has numerous projects on the go, including a proposal with Bombardier and a project for Aviva. He is confident that everyone can work together and we will achieve great things.

5.4 PPBLC Committee

B. Burchinshaw gave an update on the status of the policy manual and indicated that the League will be able to maintain its links and references to CATOs under the new web system set up by DND.

The League has received its Certificate of Continuance. The committee is preparing to dispose of the old bylaws.

MOVED BY: B. Burchinshaw

SECONDED: D. Berrill that since the Letter of Continuance has been received by the League, the ACL will now operate under the new bylaws and dispose of the bylaws previously used.

5.5 IACE Committee

L. MacIntyre indicated his report was attached and added that the Exchange went very well and some adjustments will be made to next year's itinerary. He recognized the hard work of D. LaRoche and the Alberta PC for a job well done.

6. Conclusion

6.1 Reports of the Vice-Presidents

D. Berrill -ACC9's will now go to the National Office.

6.2 Good and Welfare of the Air Cadet League

Nothing further.

6.3 Date and Time of the Next Meeting:

Semi-annual meeting in October.