



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs



June 16th 2011

MEETING INFORMATION

Meeting Date: June 16th 2011

Location: Atlantic Room, Ramada Hotel NB 1300-1600

ATTENDANCE

Bob Burchinshaw	Present	Sarah Matresky	Present
Grant Fabes	Present	Bob Robert	Present
Ken Higgins	Present	Eric Steffensen	Absent
Gladys Jarvie	Present	Ralph Thistle	Absent
Joe Johnson	Absent	John Walker	Present
Geoffrey Johnston	Absent	Tom White	Present
Lloyd MacIntyre	Present	Marc Lacroix	Present
Keith Mann	Present		
		Jan Reidulff	Present SPU Update

1. Administration

1.1. New Items for Agenda – G. Fabes

There were no new items for the Agenda.

1.2. Approval of Agenda – G. Fabes

Moved By: L. MacIntyre

Seconded By: Fred Johnsen that the Agenda be approved as presented

Carried

1.3. Approval of Record of Proceedings: BOG May. 17th 2011 – G. Fabes

Moved By: K. Mann

Seconded By: K. Higgins that the ROPs be approved as presented

Carried

2. Information

2.1. President's Report – G. Fabes

G. Fabes indicated that his report is included in the supporting materials. On the topic of Supervision of Cadets, G. Fabes gave a quick briefing on the situation to date and what has unfolded over the last few months. He said that at the NCC it was stated by the DGRC that they intend to give the contingency CI plan a try for a period of one year before revisiting the issue. G. Fabes said that the League needs to decide what to do next and added that he suggests we possibly pursue the issue with the Minister.



AIR CADET LEAGUE OF CANADA BOG Meeting ROPs



June 16th 2011

2.2. Executive Director's Report – S. Matresky

S. Matresky indicated that her report is included in the AGM meeting book. She mentioned that she met with the Provincial Executive Directors and they had a great meeting. She feels that it is important that everyone remains in communication and that the EDs plan on meeting regularly in the future. The other item the EDs wanted to address was the support the National Office has been providing to the Foundation. S. Matresky strongly recommends that the Foundation consider hiring a staff person, even on a contractual basis to provide the necessary support required to help the Foundation grow. A meeting planner or fundraiser would benefit the Foundation immensely and give it a necessary boost. The National Office staff assists the Foundation as best they can, but it becomes a difficult situation when Foundation tasks start to interfere with the preparation of the AGM in this instance. K. Mann suggests that the BOG sits down with the Foundation to discuss parameters as to its involvement with the League and National Office. G. Fabes asked S. Matresky to indicate what the ACL National Office can and cannot provide in a written document.

Moved By: K. Higgins

Seconded By: G. Jarvie that the BOG is very impressed with what the Foundation has accomplished to date and is requesting that the Foundation provides the ACL with a business plan with clear limitations as to the Foundation's involvement with the National Office
Carried

2.3. National Finance Committee Report – B. Robert

B. Robert reported that the Committee had a great meeting where everyone was briefed on the audited financial statement results. The committee was pleased with the 130k surplus and the ACL now has in reserve the equivalent of one year of the National Grant to sustain the League for at least 12 months should the need arise. Copies of the financial statements were circulated. The AD&D policy covers members only until the age of 80 and the ED will be looking into extending this coverage beyond 80 years of age. There was some concern in it being three years since Manitoba has produced its financial statements to the National level. J. Reidulff said that the statements are still with the auditor and he has no new information at this time.

3. Business Arising

3.1 SPU 2008 Quo Vadis – G. Fabes/J. Reidulff

J. Reidulff gave a briefing of where the League is to date and presented his final report that will be available on the National website. He will present the report at Saturday's AGM.

4. Committee Reports

4.1 Air Cadet Committee – T. White

T. White stated that his report is included in the meeting book. He reported that M. Lacroix created an interactive pamphlet for recruitment and he looks forward to its circulation. T. White's committee reviewed the pamphlet and edited the content and returned it to the PR committee. The pamphlet will be available electronically and in paper copy and needs to still be translated. M. Lacroix added that he will be creating an e-book over the summer to enhance it. B. Burchinshaw suggested making it a reference as well as a brochure.

T. White brought up some concerns about the SSCs not being consulted when a Commanding Officer of a unit is promoted. B. Robert said that we no longer sign off on a CO for liability reasons; he is unsure if there is a procedure for the League to be consulted formally. L. MacIntyre added that promotions are printed in ROs and the League can make comments at that time (in Eastern Region). Discussion ensued.



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs



June 16th 2011

4.2 National Aviation Committee – J. Walker

G. Fabes said that the Aviation Committee meeting was still in session, but that the committee wanted to put forth the following recommendation: "It is recommended that the MAAC programme be supported by the Air Cadet League of Canada and that the National level fund the programme annually by \$1200 (approx. 4 \$300 subsidies)." B. Robert asked if the money should be transferred to the OPC. G. Fabes said that that will be the decision of the incoming Treasurer.

Moved By: B. Robert

Seconded By: K. Mann that the \$1200 be approved for the MAAC annually

Carried

4.3 National Effective Speaking Committee – G. Jarvie

G. Jarvie reported that the committee had an excellent meeting this morning. They discussed the rule about language and cadets speaking in English, French or both.

Moved By: G. Jarvie

Seconded By: L. MacIntyre that the speaker application forms be changed to indicate that the speech may be in English, French or a combination of both, and that four (4) weeks' notice must be given to the competition organizer, at the first level of competition, as to the language(s) in which the competitor will be speaking.

Carried

G. Jarvie added that the new topics for the 2011-12 competition were decided upon. The committee put in a great deal of effort to keep the topics interesting.

Moved By: G. Jarvie

Seconded By: K. Mann that the following topics be approved for the 2011-12 competition

Carried

1. The British Commonwealth Air Training Plan and What It Means to Canadian Aviation Today
2. Using Cadet Leadership to Improve Your Community Environment
3. Canada's Contribution to the International Space Program
4. 70 Years of Air Cadets
5. My Greatest Air Cadet Achievement
6. Why Is Giving Back to the Community Important?
7. Which Leadership Skills Acquired in the Air Cadet Program Have Affected My Life and Future?
8. Social Media – Its Impact on Air Cadets

G. Jarvie said that there is not a great deal of participation in the ES competition. In Ontario 1.75% participation, Alberta 2.77%, Saskatchewan 4.8%, PEI all four squadrons participated (41/152 cadets). G. Jarvie added that this will be her last meeting and K. Mann will be taking over as Chair of Effective Speaking. G. Fabes thanked G. Jarvie for her contribution over the years.

4.4 IACE Committee – L. MacIntyre

L. MacIntyre reported that 76 cadets will be going on exchange this summer. T. White will be representing the League. Cadets will not be going to South Korea and Japan this year. Planning is going very well to date. L. MacIntyre said that he received communication from the Chair of the Ontario Provincial Committee that Ontario has paid out on average 14k a year and is only reimbursed 6k from the National IACE budget. OPC is having more difficulty finding host families. OPC is now contracting Mohawk College dormitories to make up for short fall of host families and is committed through 2012. Should they not receive further support from National they will financially be unable to participate. OPC will provide a cost breakdown but they believe it will be approximately 20k to continue. B. Robert (former OPC ED) said that OPC upgraded their portion of the IACE program while Q&OV kept their relatively the same. B. Robert asks what DND can provide and recommends that perhaps OPC look at scaling back their programme to what it was originally to save some costs and revisit



AIR CADET LEAGUE OF CANADA BOG Meeting ROPs



June 16th 2011

looking for hosting families in the Toronto and surrounding area. L. MacIntyre stated that Maj. Giroux said that they would look into what they could provide, but DND is also on a reduced budget. G. Fabes suggested breaking up the group, as is done during the Quebec portion, resulting in having to find fewer families.

4.5 League Industry Partners Committee – G. Fabes

G. Fabes indicated that his report is in the AGM meeting book and added that the committee is in the midst of discussions with the Canadian Space Agency to develop a partnership agreement. G. Fabes provided a brief summary of what elements the agreement might consist and said that he hopes to have more information soon. Preliminary discussions have also been held with NAV Canada and the Air Traffic Controllers Association.

4.6 Members Committee – K. Higgins

K. Higgins indicated that he is attempting to organize a teleconference with members of his committee and that participation is essential. They had a great meeting today and look forward to discussing the member training aspect further on the call. He added that it is very important that a proper training program is developed for new members as well as a training program that continues to train existing members at each level. Registration and Screening was also discussed including current practices and implications. He added that T. White gave a briefing about NB screening, during the committee meeting, which was very well received. By the SAM the committee will break into writing teams to further develop the training program. The Leadership module is currently in translation and will be available on the website soon. F. Johnsen is looking into costs of online training and will report on the issue by the next teleconference. Discussion on training procedures ensued.

4.7 National Music Committee – G. Johnston *absent*

G. Johnston sent his regrets.

4.8 National Policy Procedure & By-Laws Committee – B. Burchinshaw

B. Burchinshaw indicated that the committee consists of two members, Fred Johnsen and B. Burchinshaw and a third member may join their committee soon. The terms of reference have opened a lot of doors for the committee. He added that S. Matresky and staff have gone through the PPM in its entirety and made corrections and updates in the Manual and on the website. He praised the National Office staff for their work on the Manual and in the areas of translation. B. Burchinshaw wrote to the National President about updating the League's Constitution, to which the President responded positively. He has had no response from the Foundation regarding the LACAC, but hopes to hear from the Advisory Board on the issue on Saturday. B. Burchinshaw thanked the President for his continued support throughout the year.

4.9 National Public Relations and Image Committee – M. Lacroix

M. Lacroix said that there will be a special presentation at the AGM regarding the 70th Anniversary of the League and its history. Tomorrow the committee will discuss the 75th anniversary plans. The AGM will take place in British Columbia that year, and the BCPC will be heavily involved. He thanked everyone for their contributions to the PR brochure.

5. New Business

5.1 Transfer of duties: ACL Chair of Finance, Treasurer and CFO – B. Robert

B. Robert said that there needs to be a transfer of duties when the new slate is elected and made the following motion:

Moved By: B. Robert

Seconded By: K. Mann that the duties of Chair of Finance, Treasure and CFO be transferred to J. Walker at the conclusion of the 2011 AGM
Carried



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs



June 16th 2011

5.2 Signing Officers – B. Robert

B. Robert said that as the previous motion was just approved, according to the By-Laws, J. Walker needs to now be added as signing authority for the League. B. Robert would also like to add K. Higgins as an additional person to sign so the process will not have to be done again next year.

Moved By: B. Robert

Seconded By: L. MacIntyre that the ACL accepts B. Robert, J. Goudie, G. Fabes, K. Higgins, J. Walker and S. Matresky as signing authority for the League

Carried

5.3 Reappointment of Auditors Andrews and Co. FY 2011-12 – B. Robert

B. Robert said that he is very satisfied with the work pre and post audit of the Andrews and Company team and on the recommendation of the ED and Finance Committee Chair, they be approved by the BOG for next year's audit FY 2012.

Moved By: B. Robert

Seconded By: F. Johnsen that the ACL approve Andrews and Co. for the FY 2012 audit

Carried

5.4 Registration and Screening Handbooks – G. Fabes/S. Matresky

G. Fabes gave a brief summary about why the handbooks were redone and how they were reviewed (DND included) and asked the BOG for approval to proceed with their implementation. He explained that the way ahead is translation and out to the provincial committees and SSCs and the written statements from the lawyers regarding pardons. There is not a lot of change to the documents, only clarification and omission of unnecessary material. Down the road, there should be some discussion regarding ID cards (wearing of, standardization, etc.). G. Fabes thanked K. Higgins for his assistance in this matter and stressed to everyone the importance of due diligence.

Moved By: T. White

Seconded By: M. Lacroix that the ACL accepts the proposed Registration and Screening Handbooks

Carried

6. Conclusion

6.1 Reports of the Vice Presidents

There were no further items from the VPs.

6.2 Good and Welfare of the ACL – All

G. Fabes informed everyone that L. Jenks will say a few words at tomorrow's AGM regarding M. Cataford.

6.3 Date and Time of Next Meeting – All

The next meeting will take place September 7th 2011. G. Fabes thanked everyone for their participation.
