

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

FROM: Jean Mignault
Executive Director

DATE: 17 Dec 03

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 10 DEC 03



Attendees:	Chairperson:	B. Wolfe	President
		J. Ash	Past President
		G. Albert	First Vice-President
		L. Bourgeois	Vice-President
		M. Cataford	Vice-President
		C. Hawkins	Vice-President
		LCol F. Gaboury	Chief of Staff, DCdts
		J. Mignault	Executive Director
		S. Clark	Chief Administrative Officer

ITEM		ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks B. Wolfe highlighted the success of the recent SAM.	Info	Closed
1.2	New Items for Agenda		
	3.8 ACL Tie	N/A	N/A
	3.9 Legal Defence Fund		
	3.10 AGM 2010		
	3.11 Nominating Committee Terms of Reference		
1.3	Approval of Agenda MOTION: Moved/seconded by C. Hawkins/M. Cataford that the Agenda be approved as amended. Carried	N/A	N/A
1.4	Approval of Record of Decisions 14 Nov 03 Item 3.16 was clarified to note disposal of the existing ties. MOTION: Moved/seconded by J. Ash/L. Bourgeois that the Record of Decisions for the BOG meeting of 14 Nov 03 be approved. Carried	N/A	Closed
II	BUSINESS ARISING		
2.1	a. Insurance: Sufficiency of Replacement Values for Scouts and L-19s A request has been made to the brokers at Marsh Canada to quote the additional costs to increase the hull replacement values to \$110K for L-19s and Scouts. This change can only occur if agreed to by DND.	Info	Pending

	ITEM	ACTION	STATUS
	<p>b. Insurance: Change Policy Renewal to July 31st The broker has concurred with this change. This will require an early cancellation (one month), with the one month credit being applied on the renewal.</p>	Info	Closed
	<p>c. Insurance: Liability Insurance on Aviation Policy A request has been made to the brokers at Marsh Canada to quote the additional costs to increase the liability insurance to \$5M per incident. This change can only occur if agreed to by DND.</p> <p>The broker shall also clarify by end-Jan 04 if this \$5M limit is per occurrence.</p>	Info	Pending
2.2	<p>Web Site Changes The pricing options for set-up and maintenance of the catalogue using Simply Accounting Webstore were outlined. Further study shall identify the current volume of on-line sales and comparative annual costs.</p>	ACLHQ	Pending
2.3	<p>ACLHQ Staffing – Secretary Position Interviews shall commence before Christmas with the selected candidate expected to commence early to mid Jan 04.</p>	Info	Pending
2.4	<p>Mail Vote Results MOTION: Moved/seconded by L. Bourgeois/J. Ash that the results of the mail vote be accepted. Carried</p>	Info	Closed
III	NEW BUSINESS		
3.1	<p>ACL IACE Escort Officer Discussion centred on the selection process for this position and the need for communication and transparency. M. Cataford and G. Albert offered to prepare a draft protocol governing the application and selection process, to be implemented for 2005.</p> <p>L. Bourgeois offered his availability for 2004.</p>	M. Cataford G. Albert	Pending
3.2	<p>Member Replacement – AB MOTION: Moved/seconded by J. Ash/L. Bourgeois that Eric Steffenson be approved as a National Director, replacing Neil Olsen. Carried</p>	N/A	Closed
3.3	<p>Member Replacement – PE MOTION: Moved/seconded by J. Ash/G. Albert that Gail Lecky be approved as a National Director, replacing Dale Laybolt. Carried</p>	N/A	Closed
	<p>J. Ash stressed the need to advise the Nominating Committee when membership changes occur, especially Provincial Chairs.</p>	All	Closed

	ITEM	ACTION	STATUS
3.4	<p>Death Benefit – Cadets – AD&D Policy</p> <p>J. Mignault recommended that the death benefit for cadets, under the Death and Dismemberment Policy, be increased from \$10K to \$20K. Concurrence of the Provincial Chairs would be sought. The current policy does not expire until Sep 04</p> <p>J. Ash requested that discussion be deferred pending further investigation of the existing policy – it currently excludes injuries/death from accidents in ACL owned or leased aircraft. J. Mignault confirmed that this coverage comes under the Aviation policy. J. Mignault shall forward a copy of the policy to J. Ash.</p>	<p>All</p> <p>J. Ash J. Mignault</p>	<p>Info</p> <p>Pending</p>
3.5	<p>October 2003 Financial Results</p> <p>J. Mignault noted that the financial results are improving with positive increases in sales and donations noted for November.</p>	Info	Closed
3.6	<p>SAM 2004</p> <p>The dates for the 2004 SAM will be 25-27 November, to better coordinate with the NCC Conference the same week. The site shall again be the Hampton Inn.</p>	All	Info
3.7	<p>MRSC – Rejection Letter</p> <p>The Member Registration and Screening Committee's draft rejection letter was deemed too general. J. Mignault shall seek legal opinion of and suggestions for this letter.</p>	J. Mignault	Pending
3.8	<p>ACL Tie</p> <p>J. Ash noted the BOG decision to dispose of the existing ties (ordered in wrong colour) and order the correct version. Various disposal options were discussed; L. Bourgeois offered to contact the Air Museums.</p>	L. Bourgeois	Pending
3.9	<p>Legal Defence Fund</p> <p>C. Hawkins recommended a start-up fund of \$75K for Sep 04. He shall query PC Chairs in Jan 04 regarding their suggested level for this fund. J. Ash suggested that such a fund be based only on number of cadets, as determining number of volunteers, League, etc would be unwieldy.</p> <p>J. Mignault stated that this fund shall be used only for uninsured claims. Discussion followed on the permissibility to also use it to cover the \$1K deductible and legal advice. No decision was rendered. Following planned consultation, final recommendations shall be submitted to the Executive Committee for approval.</p> <p>C. Hawkins confirmed that regular reports shall be presented at each future AGM and SAM.</p> <p>L. Bourgeois shall distribute C. Hawkins's report to those members on his Legal Liability Committee.</p>	<p>C. Hawkins PC Chairs</p> <p>L. Bourgeois</p>	<p>Pending</p> <p>Closed</p>

	ITEM	ACTION	STATUS
3.10	AGM 2010 MOTION: Moved/seconded by C. Hawkins/G. Albert that the request by the Saskatchewan Provincial Committee to host the 2010 AGM be accepted.	Info Carried	Closed
3.11	Nominating Committee Terms of Reference J. Ash noted that the Nominating Committee have approved the draft Terms of Reference. He shall distribute this document to the Executive Committee for comments.	J. Ash EC Members	Pending
IV	CONCLUSION		
4.1	Reports of the Vice-Presidents C. Hawkins recounted his recent discussions with B. McKay, noting the positive progress with the ACL and squadrons in the north. He also noted that C. Allain will soon meet with the researcher hired for the National Fund Raising Committee and shall invite him to participate in the EC teleconference following a preliminary review. L. Bourgeois reported: a. NFC - the gliders in Las Vegas are no longer available. He identified two available Scout aircraft; OPC is investigating; b. PR - the ACL communications plan has been developed; c. Legal Liability – R. Bercier shall provide an updated book on coverage. J. Mignault summarized the financial activity of the Legal Liability Fund: <div style="margin-left: 40px;"> Collected \$23,448.00 Less 7,716.47 legal fees 213.96 travel Remaining \$15,517.57 </div>	Info	N/A
	He shall request a progress billing for the case in Winnipeg.	J. Mignault	On-going
4.2	Comments from DCdts LCol F. Gaboury spoke about the meetings at DCdts to discuss legal and insurance issues concerning CIs and Staff Cadets and expressed hope for a quick resolution.	Info	Pending
	He further noted that the CF Legal Advisor has approved a full-time lawyer for DGRC.	Info	Closed
4.3	Good and Welfare of the Air Cadet League B. Wolfe extended best wishes to all for a Merry Christmas and Happy New Year.	Info	Closed
4.4	Date and Time of Next Meeting The January teleconference will be on Wednesday, 21 January 2004 at 1030 hrs eastern.	Info	Closed
4.5	Adjournment There being no further business, the Chairperson adjourned the meeting.	Info	Closed