

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

FROM: Jean Mignault
Executive Director

DATE: 20 July 2007

SUBJECT: RECORD OF DECISIONS
EC CONFERENCE CALL 12 JULY, 2007, 1900 HOURS



Attendees:	Chairperson:	M. Cataford	President
		C. Hawkins	Past President
		J. Reidulff	First Vice-President
		G. Fabes	Vice-President
		J. Johnson	Vice-President
		B. Robert	Vice-President
		F. Gaboury	DCdts – SSO Air
	Staff:	J. Mignault	Executive Director
		K. Banaszkiewicz	Executive Assistant

	ITEM	ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks A general welcome was extended. M. Cataford welcomed everyone on the call and thanked them for sparing some of their personal time on a Thursday evening.	Info	Closed
1.2	New Items for Agenda 3.7 Effective Speaking Badge (M. Cataford) 3.8 BOG Solidarity (M. Cataford) 3.9 SAM (M. Cataford) 3.10 Committee and Executive Committee Responsibilities (C. Hawkins)	N/A	Closed
1.3	Approval of Agenda MOTION: Moved/seconded by G. Fabes / J. Johnson that the Agenda be approved. Carried 5/0/0	N/A	N/A
1.4	Approval of Record of Decisions MOTION: N/A the May 24, 2007 ROD was approved at the AGM in Winnipeg, MB.	N/A	Closed
II	BUSINESS ARISING - INFORMATION		
2.1	IACE 2007 REUNION The Reunion has been cancelled because of insufficient attendance. The EC discussed the possibility of trying again next year for the 61 st anniversary. M. Cataford to discuss the level of interest with former cadets attending the Dinner for foreign cadets at the Canada Aviation Museum on July 18, 2007. M. Cataford reiterated his idea that such a reunion should be tied into a formal Air Cadet Alumni.	M. Cataford	Pending

	ITEM	ACTION	STATUS
2.2	AGM 2007 The AGM is over, the Hotel bill has been received (it totals \$15,696.86). The staff has prepared a PowerPoint presentation summarizing some of the issues with the perceived poor service of the Hotel and their staff during the AGM. This has been forwarded to 1 st VP Jan Reidulff and Gary Bolton for discussion with the management of the Hotel along with a request for a credit to the account (meeting planned for July 16, 2007).	J. Reidulff J. Mignault	Pending
II	BUSINESS ARISING – ACTION		
2.3	IACE 2007 Preparations for the Ottawa, OPC and QPC hosting are well under way. Arrangements are in process for the White Water rafting, briefings for the Canadian and foreign cadets and also for the closing dinner in Montreal. We have been asked to confirm attendance of League reps at the Closing Dinner no later than July 23, 2007. Sweden has announced that they will not send cadets to Canada, but will receive the number of Canadian cadets (3) as agreed at the Conference in Quebec City. C. Fauvelle will bill the Provincial Committees the \$250 IACE fee. It should be remembered that this fee is not to be billed back to the cadets! C. Cataford noted that the cadets from Ghana (2) and one escort officer were indeed coming to Canada.	J. MIGNAULT OPC AND QPC	PENDING
2.4	SPRING FUND RAISING CAMPAIGN As of July 9, 2007, 210 donations for a total of \$12,884 have been received. We had mailed almost three thousand letters in late May 2007.	N/A	PENDING
III	NEW BUSINESS		
3.1	IACE HOSTING – OPC NIAGARA FALLS We were informed on July 2, 2007 that there were issues with hosting foreign cadets with host families in the Niagara region. We found this out at the last minute and are in the process of trying to accommodate everyone in either hotels or Brock University. Those housed in these facilities would be those cadets that cannot be placed within a host family. This is still a work in progress. LCol Gaboury and M. Cataford had a significant discussion over this and LCol Gaboury reminded us of our partnership and commitment to provide host families on weekends. OPC has now booked 42 rooms at Brock University for those cadets who cannot be accommodated in Host Families.	OPC	PENDING
3.2	Grant Performance Reporting Template K. Banaszkievicz completed the grant allocation document and hand delivered it to DCdts on June 27, 2007. The cheque was received on Wednesday July 4, 2007 (\$100,000.00). National HQ hopes to receive the next instalment of \$180,000.00 shortly.	J. MIGNAULT	PENDING
3.3	ACL RESOURCE DEVELOPMENT STRATEGIC PLAN K. Higgins submitted this item for discussion. Since he was not on the call and it was not clear what was being discussed, this item has been deferred for discussion during the Aug. 2007 BOG Conference Call. The BOG agreed that there was a need to review strategic priorities for the year and for the immediate, medium and long-term (to be discussed in the BOG Conference Call of August 2007, i.e. after review of the 2000 - 2004 Strategic Plan).	M. CATAFORD and BOG	PENDING

	ITEM	ACTION	STATUS
3.4	<p>Long-term planning: process and content</p> <p>The League's five year Strategic Plan was developed in 2000 by Honorary Director Bob Mortimer and has not been updated since. M. Cataford would like to discuss the process and content for updating the plan, i.e. who will do it, the planning period (1 year, 3 years, 5 years, etc.), resources needed for the development of the plan, what is to be included, League priorities and so on. J. Mignault to distribute the B. Mortimer Strategic Plan to all EC members. This item will be deferred to the Aug. 2007 Conference Call.</p>	J. Mignault BOG	PENDING
3.5	<p>BC'S REQUEST FOR SPONSORSHIP BY WESTJET</p> <p>The Chair of the BC Committee requested permission to approach WestJet who in 2005 had indicated interest in sponsoring a Squadron in Richmond, BC. The squadron was subsequently sponsored by the BC Institute of Technology. The Committee now wish to open another squadron in Richmond and have asked if it was OK to approach WestJet to sponsor the Sqn (i.e. as WestJet already supports the Effective Speaking Competition and offers discounted air fare to League members). The EC requested J. Mignault contact WestJet to see if they agreed to consider sponsoring a squadron when they already sponsor the League at the National level.</p>	J. MIGNAULT	COMPLETE
3.6	<p>CURRENT SITUATION OF HOSTING IACE VISITORS IN NIAGARA</p> <p>This was discussed at #3.1 above. The OPC will try to move the local hosting to Hamilton vis. Niagara Falls next year.</p>	N/A	PENDING
3.7	<p>EFFECTIVE SPEAKING BADGE (M. CATAFORD)</p> <p>A request was made at the AGM for an Effective Speaking Badge for the Cadet uniform. A long discussion ensued and it was decided that DCdts would examine this after receiving feedback from the League's Training Committee and confirm whether they supported the introduction of a badge for ES. M. Cataford asked that this request also be sent to the Training Committee for evaluation and a recommendation for implementation made for submission to DCdts.</p>	F. GABOURY T. WHITE	PENDING
3.8	<p>BOG SOLIDARITY (M. CATAFORD)</p> <p>A long discussion ensued on the role of BOG members and the expectation of their ability and/or appropriateness of voting on and/or opposing motions at an AGM for decisions already previously approved by the BOG. B. Robert suggested that this be discussed again at the BOG meeting in August with all of the BOG members present in order for all to contribute and appreciate the sensitivities surrounding "appearances of non-unanimity", in particular at a General Meeting where some of the members who may not be fully "in tune or briefed" on some of the sensitive issues at hand.</p>	M. CATAFORD AND BOG	PENDING
3.9	<p>SEMI ANNUAL MEETING FORMAT AND COST (M. CATAFORD)</p> <p>A very lengthy discussion ensued on the costs of the SAM in Ottawa. All agreed to attempt to reduce costs as much as possible for 2007 while the Ad-Hoc Committee chaired by first VP Jan Reidulff examined options and alternatives for future AGM and SAM meetings. MOTION: Moved/Seconded B. Robert / G. Fabes that J. Mignault submits a revised budget for the SAM once a contract and/or arrangements have been made with the Holiday Inn and/or the Hampton Inn.</p> <p style="text-align: right;">Carried: 5/0/0</p>	J. MIGNAULT J. REIDULFF	PENDING

	ITEM	ACTION	STATUS
3.10	COMMITTEE AND EXECUTIVE COMMITTEE RESPONSIBILITIES (C. HAWKINS) No membership information update sheets were circulated at the AGM to update the Directors Book and more importantly to identify interest in committee participation and committee assignments. C. Hawkins noted that all BOG members should be involved with and/or leading committees. In addition, he noted that there was a need to update the list of VP's assigned to monitor and act as contacts/liaisons with the various Provincial Committees across Canada. The EC requested that all Members should be requested to serve on one or more of the National Committees. C. Hawkins to circulate his PC representatives contact sheet/list from the previous year to all of those on the call. C. Cataford to review these assignments for this year.	M. Cataford C. Hawkins	PENDING
IV	CONCLUSION		
4.1	REPORTS FROM THE VICE-PRESIDENTS M. Cataford noted that he was planning camp visits to Greenwood, Debert, Bagotville, Cold Lake, Penhold and that he would be attending the CAP AGM in Atlanta and also the IACEA Meeting in Sept. 2007 in Switzerland. G. Fabes noted that he would not be visiting many camps because he was going as the IACE League escort to the UK. B. Robert noted that he just completed the ACC9, user guides and Frequently Asked Questions in French and English (the version with multiple bank accounts) and would have these placed on the Website as soon as possible. J. Reidulff noted that the MB Committee were wrapping up post AGM business and working on information for the ad-hoc committee looking into AGM and SAM meeting costs. M. Cataford thanked and congratulated J. Reidulff on his efforts and success in bringing in a CO from Northern Region to the AGM and a cadet to compete in the ES Competition. J. Johnson had to sign-off the call at 20:00 hours and as a consequence could not report.	N/A	N/A
4.2	COMMENTS FROM DCDTS F. Gaboury noted that he and M. Cataford had formally promoted the first two Flight Corporals in Ottawa a few weeks ago! He also noted that he visited the Georgian College for the Air Operations Course and also Blackdown for the Technical Courses. He noted favourable impressions from the Air Operations Course (30 cadets in attendance). He noted the request from Major Giroux to allow two or more applicants form the same squadron to apply for the Senior Leader's course (this was inadvertently forgotten at the National Selections Committee Meeting at the AGM). J. Mignault noted that this had been approved by Committee Chair D. Hayden. B. Robert cautioned that one negative to this change is that some to the 2 nd and 3 rd applicants may have little to no chance of being selected and at the same time they can't apply for more than one course (i.e. SLC in this case). The reason for the change is that the list of spares for the SLC course is very short and some billets go unfilled! F. Gaboury noted in closing that the Request for Proposal (RFP) for the Technical Courses was about to close and that he would soon see the bids!	F. GABOURY	PENDING
4.3	Good and Welfare of the League No Good and Welfare of the League items were brought forward.	N/A	N/A

	ITEM	ACTION	STATUS
4.4	Date and Time of Next Meeting The next teleconference of the Board of Governors shall be held on Saturday August 25, 2007 – 1200 hours Noon.	N/A	N/A
4.5	Adjournment There being no further business, the Chairperson adjourned the meeting.	N/A	N/A