



AIR CADET LEAGUE OF CANADA

EC MEETING ROPs

MAY 1st 2013

MEETING INFORMATION

Meeting Date: May 1st 2013

Start Time: 1900hrs

ATTENDANCE

Bob Robert	Present		
Ken Higgins	Present	Keith Mann	Present
John Walker			
Fred Johnsen	Present	Tom White	Present
Sarah Matresky	Present ACL ED		

1. Administration

1.1 Opening Remarks – K. Higgins

K. Higgins welcomed all members of the Executive Committee on the call.

1.2 New Items for Agenda – K. Higgins

4.3 Public Statements Made by BOG

1.3 Approval of Agenda – K. Higgins

Moved By: B. Robert

Seconded By: T. White that the Agenda be approved as submitted.

Carried

1.4 Approval of Record of Proceedings: February 13, 2013 – K. Higgins

Moved By: K. Mann

Seconded By: F. Johnsen that the ROPs be approved as presented.

Carried

B. Robert asked about the note on Proxys and indicated that some follow up with the lawyer and further review of the bylaws may be necessary according to what was decided on the call. S. Matresky will look into it.



AIR CADET LEAGUE OF CANADA

EC MEETING ROPs

MAY 1st 2013

2. Information

2.1 President's Report – K. Higgins

The President indicated that the League and the Air Cadet program were involved in a great deal of media activity in the last week. He would like to discuss it further in item 4.3.

2.2 Executive Director's Report – S. Matresky

S. Matresky reported that:

- A memo was circulated to the Staff earlier this week to ensure proper procedures are being met when it comes to purchasing, inventory and tax receipts.
- She attended a meeting with the Legion on April 25th. See item 4.2 for details.
- She has been working with Sue on Fund Generation and creating a clearance policy.
- AGM plans are coming along well, working on Guest of Honour for Pres. Banquet
- NFP Act Bylaws and supporting documents are with the lawyer for a final review prior to being inserted in the delegates' packages for the AGM.
- She will be giving a briefing about the League to those on the Senior Officer's training course next week. She will also be involved in more Advanced Training engagements May 2-3.
- She will be out of the office on course May 6 & 7. There has been a D Cdts League ED meeting scheduled May 7th and she will be sending Candace as her representative.
- Rockwell-Collins donated \$5,000 last week in support of Frank Kobe's PTAA awards.
- The National Office (with consent of PR Committee) has started a Twitter account.

2.3 National Finance Committee Report – J. Walker

J. Walker gave his report on the financial statements and reported that he had tasked S. Matresky and R. McAndrew with creating a variance analysis for everything that when 10% over or under budget on the statements. He will share the information when the statements are ready for distribution. See 3.1 for more discussion on Finance.

2.4 Provincial Chair's Report – T. Taborowski

T. Taborowski sent his regrets.

2.5 SSO Air Report – Y. Therrien

LCol. Therrien sent his regrets.

3. Business Arising

3.1 PC Chairs Report (SAM) – K. Higgins

K. Higgins indicated that he had a long discussion with T. Taborowski about the key points that were raised in the PC Chairs report from the SAM. It was agreed upon that the key issues would be reviewed by the EC in February, but unfortunately T. Taborowski was unable to participate that evening and the vice chair indicated that 'the report stands'. Upon further discussion with T. T. it was agreed that the key issues would be reviewed again to see what supersedes them and then everything would be looked at again during the April EC Call. K. Higgins added that T. T. had another engagement this evening and was not able to participate on the call. K. Higgins indicated that he takes the Chairs' issues very seriously and wants to ensure that the EC and the BOG discusses them thoroughly. He added that the EC and BOG have been thwarted in getting the discussion going on the issues to no avail. The only thing that can be presented at the AGM is where the money from the assessment fee goes. J. Walker to work on presentation to PC Chairs at AGM Re: assessment fee.

K. Mann indicated that a concern with the assessment fee was that if the ACL is in a position of a surplus, then the fee should be reduced if the money is not allocated to a special project.



AIR CADET LEAGUE OF CANADA

EC MEETING ROPs

MAY 1st 2013

3.2 75th Anniversary Budget – K. Mann

K. Mann reported that the committee has had considerable discussions on what they would like to do. He added that when the Board was asked to list their Fund Generation priorities, the 75th Anniversary did not rank very high. His committee will meet again by phone tomorrow evening and he will deliver a budget for the proposed activities to the Finance Committee in the days following the meeting. Some of the ideas include a squadron banner, a parade on parliament hill, banners in the major airports, pins for cadet uniforms and an honour band to perform at the AGM in 2016 among other things.

3.3 LIP Committee Update – K. Mann

K. Mann reported that with G. Fabes' passing, a huge void needs to be filled as he performed a great deal of work on behalf of the committee. S. Matresky has taken over all of the FAMIL award administration. Discussions about the future of the committee have taken place and C. Boily will take over as Chair after the summer. D. Doern will assist in determining further the direction of the LIP Committee before C. Boily takes over as Chair. They will decide how they will work in coordination with the Air Cadet Committee as well as the Fund Generation Committee (fundraising duties of LIP will likely be transferred over to NRGCC).

3.4 Virtual Music Competition – F. Johnsen

F. Johnsen indicated that the handbook was finished and distributed to the Board. He has not received any feedback from the military to date. He asked the EC if the initiative should be put on hold for now and K. Higgins agreed that because the military is currently in a 'hold', that by default forces the League into somewhat of a 'hold'. S. Matresky added that Maj. Caron called her to ask to speak with the President about the Music Competition and he indicated that in light of the VCDS's letter instructing everyone to focus on the Renewal Plan, a new initiative such as a Virtual Music Competition could not be supported at this time.

3.5 Birchall Scholarship Top-up – S. Matresky

S. Matresky recently contacted Mrs. Birchall by mail indicating to her that the funds for her scholarship only generated \$4647.00 this year. She usually sends the League a cheque for the difference to ensure that the award is consistently \$8,000. We received a letter from her last week indicating that the ACL is to award the interest generated and that she is unable to contribute further to the award at this time. The Scholarship Committee asks that the National Office contributes the \$353.00 from the awards budget to top it up to an even \$5,000.

4. New Business

4.1 PRC/VSS Proposal – F. Johnsen/S. Matresky

F. Johnsen and S. Matresky proposed an online solution for Volunteer Screening using a third party company. They listed a few of the advantages:

- 1) First Advantage or BackCheck assumes the risk and liability in both the volunteer approval and the file storage.
- 2) The National Office (and all PC's) receive a secure, reliable, and accurate database of all volunteers... including their email address. This would allow us to remain in better contact with our volunteers, to provide training, program updates, etc. The timeframe is reduced and the process is streamlined to avoid interruptions caused by lapsed screening.

4.2 Cadet of the Year/Legion Meeting – S. Matresky

S. Matresky indicated that the Legion has asked if the three Leagues would be willing to cover the expenses involved in having the Legion Cadet of the Year along with their escort arrive in Ottawa one full day early (Nov the 9th). The casual dinner the three Leagues host (the night before Remembrance Day) will be shifted from the already hectic evening of the 10th to the 9th. Providing additional time for them to acclimatize and, afford us an opportunity to pursue some Air Cadet specific media opportunities and meetings. The EDs of the Navy and Army have indicated that their Leagues are already in agreement with this proposal. The cost for the ACL to host the cadet and escort a day early would be the price of food and lodging (\$200-\$300).

Moved By: B. Robert

Seconded By: T. White that the Legion Cadet of the Year be invited a day early and the expenses covered by the National Office for the extra day.

Carried



AIR CADET LEAGUE OF CANADA

EC MEETING ROPs

MAY 1st 2013

5. Conclusion

5.1 Reports of the Vice Presidents

Nothing further.

5.2 Good and Welfare of the ACL – All

Discussion ensued about AGM details.

5.3 Next Meeting – K. Higgins

The next meeting will be held by teleconference at 1900 Eastern on Wednesday May 16, 2013.