



1000-1 (Secretary)

16 Jul 14

Dist List

**ADMINISTRATIVE COUNCIL MEETING 3/14  
HELD VIA TELECONFERENCE 2000 HRS 16 Jul 14**

In Attendance:

P	Capt C. Shewchuk	E	Capt K. Cheung	A	Lt(N) M. Cardoza
P	Maj L. Hildebrandt	P	Lt H. Mulder	P	2Lt O. Nobakht
P	Capt T. Welsh	P	Maj T. Toms	P	Capt M. Stroet
P	Capt M. Adams	P	Capt B. Harker	P	Maj R. Thompson
PP	Capt J. Hollis	P	Maj J. Adams		
PP	Capt B. McAuley	A	Capt M. Dahl		

Present = P, Present by Proxy = PP, Excused = E, Absent = A

**INTRODUCTORY REMARKS**

1. Meeting called to order by Capt Shewchuk at 2003 hrs.
2. Capt Shewchuk declared a quorum of council with 11 members participating in the teleconference and 2 by proxy (Capt Hollis and Capt McAuley to Capt Shewchuk).
3. Motion to accept minutes from previous meeting by Capt Welsh, seconded by Lt Mulder. 13 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.
4. Motion to accept agenda by Capt Welsh, seconded by Lt Mulder. 13 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

## OLD BUSINESS

5. Website Update – Capt Welsh explained that the new association website is ready to go live. 2Lt Nobakht indicated that all that is left to complete the transfer of the existing domain to the new Weebly hosted site is to email the provider to transfer the domain which will occur in 24 hours of the request. Maj Hildebrandt expressed concerns that there are links on the current site to hidden RCSU pages. Capt Welsh will put a link on the new site to the hidden RCSU pages so they are not lost. Capt Shewchuk and Capt Hollis to discuss finalizing the transfer ASAP.

6. CSTC Visits – Capt Shewchuk explained that since last meeting Maj Adams has created a draft introductory presentation to be used at CSTCs to inform non-members about the association and its benefits. The following presentations are planned:

- a. Maj Adams and Capt Shewchuk to present to Albert Head staff;
- b. Capt Hollis and Lt(N) Cardoza to present a joint session to Comox and Quadra staff; and,
- c. Capt McAuley and Maj Toms to present (with wine and cheese event) to Vernon staff.

Capt Shewchuk will communicate with organizers and ensure presentations are standardized at the different locations. At next council meeting in Aug, organizers should be prepared to report back on interest and success of various events. Motion to approve a budget of up to \$100 for Quadra and Comox event and up to \$300 each for Albert Head and Vernon events by Maj Toms, seconded by Capt Welsh. 13 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

7. AGM / Dinner – Capt Shewchuk explained that based on a recent Facebook poll of council, the association's first AGM and dinner will take place in the Lower Mainland on Sat, 18 Oct 14. Capt Welsh indicated he had inquired with the BCR Ops O, Capt Kerek, if we might be able to use the Beatty Street Armoury in Vancouver for the event and, while it is looking positive, we are still waiting on confirmation from the BCR CO. An alternate location for the event is the JP Fell Armoury in North Vancouver, as Capt Welsh is CO of the air cadet unit parading at this location. Capt Welsh has also been inquiring with caterers for the dinner portion and has received some budgetary figures. 2Lt Nobakht has been looking into IT required to stream the AGM proceedings online for members who cannot attend in person. Capt Shewchuk mentioned the possibility of having the dinner also act as the Depart with Dignity ceremony for LCol (Ret'd) Deschamps, as recently retired founding president of the association. Capt Adams volunteered to lead the organizing committee with Capt Welsh, Maj Adams, 2Lt Nobakht, Capt Shewchuk assisting and possibly Capt Cheung and Lt(N) Cardoza as well (Capt Welsh to follow up with them). Capt Stroet indicated it would be a good idea to send out a "Save the Date" as

soon as location is confirmed. Maj Taylor to add AGM / dinner date to CSTC presentation. 2Lt Nobakht to add AGM / dinner date to online calendar.

NEW BUSINESS

8. Nil.

CLOSING REMARKS

9. Capt Shewchuk thanked everyone for their time. Next council meeting tentatively scheduled for last week of Aug, to be confirmed through Facebook poll

ADJOURNMENT

10. Motion to adjourn the meeting at 2032 hrs by Lt Mulder, seconded by Capt Stroet. 13 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

//signed//

//signed//

C. Shewchuk  
Capt  
President  
778-786-2256

M. Adams  
Capt  
Secretary  
604-209-1838

Dist List

Council (by e-mail)