



1000-1 (Secretary)

26 Oct 15

CIC BA BC Website (Members-Only Area)

2<sup>nd</sup> ANNUAL GENERAL MEETING, 1100 HRS, 24 OCT 15  
HELD IN-PERSON AT ALBERT HEAD BLDG 1075 AND VIA TELECONFERENCE

#### INTRODUCTORY REMARKS

1. Meeting called to order by Capt Welsh at 1105 hrs.
2. Capt Welsh declared a quorum with 23 voting members participating in AGM (11 in person, 1 by teleconference, and 11 by proxy).
3. Motion to accept agenda by Capt Shewchuk, seconded by LCol Deschamps. 23 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

#### NEW BUSINESS

4. President's Report – Capt Welsh welcomed and thanked everyone for attending. Also especially thanked Capt Shewchuk for organizing the AGM, conference, and dinner.
  - a. Accomplishments over past year:
    - (1). Inaugural AGM attended by 28 members who ratified the constitution in Oct 2014. Forty members and guests attended first association dinner which was also the CF Depart with Dignity Ceremony for first honorary life member, LCol Deschamps.
    - (2). Held several events at Albert Head throughout year in conjunction with RCIS courses.
    - (3). Transitioned from Adobe Forms to Emailmeform registration database and payment platform in summer 2015.
    - (4). Received ongoing support from chain of command over the year including RCSU CO who is very supportive of association's objectives.
    - (5). Website now hosting some RCSU and RCIS information (e.g., MROs).

- (6). Held six council meetings.
- b. Plans for upcoming year:
  - (1). Professional development FTX event in planning for spring 2016 in Lower Mainland.
  - (2). Goal to have one networking event in each of the five regions by 2016 election. Main goal to meet and expand networks.
  - (3). Looking into additional revenue streams to augment membership renewals such as gaming grants. Need to strike a working committee at next council meeting to look into attaining charitable status.

5. Treasurer's Report – Capt Hollis presented comprehensive financial statements up to 30 Sep 15 (association's fiscal year end). Still waiting on refund from Adobe Forms since account was closed in middle of 2015. All financial statements are available on the website's members section. Any member looking for additional details can contact Capt Hollis. LCol Deschamps asked if we have been audited by RCSU. Capt Shewchuk responded no, but they have access if they wish. LCdr Cowan asked about how PayPal fees are charged. Capt Hollis answered 2.95% + \$0.30 per transaction, which is the most cost effective payment system we have found. Maj Hildebrandt asked why we are leaving money in PayPal account instead of transferring to RBC account. Capt Hollis explained it is easier to process refunds that way, if needed, and we do not earn interest in RBC account either way.

6. Motion to accept Treasurer's Report by LCol Deschamps, seconded by Maj Hildebrandt. 23 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

7. Budget – Captain Welsh presented the budget for 2015-16 which included AGM/Dinner, regional events, professional development events, and administration fees. Details available on website's members section.

8. Motion to accept the budget by Capt Hollis, seconded by Capt Shewchuk. 23 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

9. Open Forum

- a. LCdr Cowan suggested putting all council decisions, renewal due notices, etc. in MROs for additional exposure. Capt Welsh agreed.
- b. LCol Deschamps discussed approaching RCSU CO for funding (such as one day's pay for attendees) to co-organize a professional development event with the RCSU. Most agreed with the suggestion. Maj Hildebrandt added that the RCSU could host something which was already needed, such as a defensive driving course in the morning, and the association could host a separate event afterwards. She also suggested surveying members to see what might be of interest. Capt Adams cautioned we need to make sure any event which was proposed was in line with the association's objectives and not provide something which was already

the responsibility of the RCSU. LCol Deschamps offered to help with the organization of any event.

CLOSING REMARKS

10. Capt Welsh again thanked everyone for attending and expressed excitement to see everyone come together in person and enthusiasm about the coming year for the association.

ADJOURNMENT

11. Motion to adjourn the meeting at 1153 hrs by Maj Hildebrandt, seconded by Maj Johnston. 23 IN FAVOUR, 0 OPPOSED. CARRIED UNANIMOUSLY.

//signed//

//signed//

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