



2020 ANNUAL GENERAL MEETING

Record of Discussion

29 July 2020

Attendees:

Members:

Karen Duval (President), Bernadette Greene, Jason O'Dale, Gerry Powell, Roland Vaillancourt, VAdm (Ret'd) Ron Buck, RAdm (Ret'd) Jennifer Bennett, Peter Christie, Anne Seigmiller, Marc Viau, James Cale, Byron Liang, Jamie Hodge, Gary Payne

Associate Members:

LT(N) Lafrance, LT(NL) Brown, LT(NL) Richard Duval

1. Call to order and Welcoming Remarks

The President called the meeting to order at 19:05. The acting Secretary confirmed that we had a quorum.

She extended her personal thanks and introduced Ottawa members VAdm (Ret'd) Buck, RAdm (Ret'd) Bennett and Gary Payne. She noted the good turnout by several others involved with the program in addition to the members present and thanked everyone for taking the time to join us tonight. We had a full agenda ahead and were looking forward to the discussions.

The AGM then started with the announcement that, after his decades of service, Roland Vaillancourt had been appointed as our latest NLC Life Member.

A moment of Silence was observed for those lost at sea and have passed on in recent tragedies.

2. Approval of the agenda:

The agenda (attached) was reviewed. No additions or amendments were noted.

Motion - to approve the agenda.

Moved by: Peter Christie

Seconded by: Jim Cale

Carried

3. Minutes of the 2019 AGM (www.ottawanavyleague.org/agm-2020.html):

The minutes from the 2019 AGM were reviewed. No amendments were called for.

Motion - to approve the minutes.

Moved by: Jason O'Dale

Seconded by: Marc Viau

Carried

4. **Business arising from the minutes:**

Two items arising from the previous minutes were noted.

The first had been raised by Jim Cummings – seeking to clarify of our status as a Not-for-Profit and/or a Charitable Organization. Do we qualify as a charitable organization?

We are not ourselves by definition a charitable organization. Donations and contributions to us qualify for those benefits though our role within Ontario Division who maintain the records, submit the necessary reports and returns, and can issue appropriate charitable tax receipts. We are a Not-for-Profit organization, and do qualify for tax exemptions as such, again, through our role within Division. We would need to incorporate as such and establish a track record in and fidelity of financial reports if we were allowed to do so on our own.

The second was with modernization of our fundraising mechanisms – in particular the Square One card to modernize capture as potential donors come out of stores. The days of successful tagging are coming to an end – cash is not carried or used as much, COVID concerns are reducing traffic and the concern with the risk of contact is increasing. COVID PHM restrictions are now completely stopping tagging activity.

A few items should come up in better detail during the portfolio discussions.

- Concern for our membership base. Strong in 2013 but has fallen by wayside since. There has been some progress over last year
- Capacity of the council. Has improved this year
- Modernization of banking to allow for digital banking, and online accounting

Vice Admiral (Ret'd) Buck commented that our problem with finances historically was that we were being well supported by our home division. CRA filing and timeliness of receipts were a problem. The Treasurer reinforced the concerns with CRA filings. But the situation will improve with the new Board and a new online Account Management system (QBO). Good things ahead were expected. RAdm (Ret'd) Bennett also noted these improvements in progress.

5. **Review of the 2018 Financial Statements:**

The Treasurer presented financial statements for 2019 (www.ottawanavyleague.org/agm-2020.html). It was our second year using the more traditional financial reporting formats instead of swamping everyone with spreadsheets. More details were in the report tabled, so he would cover the key points quickly.

We are doing well. Revenues (as a branch – not cadet money which, while in the same bank cash account, was tracked separately) were at about \$75K (106%). Expenses – Despite better budgeting efforts, we were again underspent. Some significant overspending with the surplus funds from 2018 had been intended, but we only spent about 75% of our 2019 budget plan. The Branch ended with a small deficit of about \$540 of expenses over revenues rather than finish with the big deficit intended.

The canteens did well and again finished last year with a surplus balance to carry into the next year.

The finance statements provided a lot of detail on how our investments were broken down. The Branch has a significant amount of equity, now about \$129K, divided into three separate categories – the Summer Program, Scholarships, and our own reserves.

We are still having challenges with monitoring/tracking of The Local Support Allocations (LSA) from DND. We were working to resolve a discrepancy with a payment that had been paid from the wrong FY.

Peter Christie asked for more details on a \$20K amount showing in the statements. The treasurer believed he was referring to the significant surplus from 2018 and 2019 that that was to be spent (ie, our 2020 planned deficit was covered). The planned deficit was \$20K. He may also have been looking at the budget for 2020 vs 2019 spending. Further confusion caused by the need for two reports that had been required to cover the 2020 tax year - one for Ontario Division and one for the ITE. Complicated to some degree by different handing of the HST values reported for the Division. As well, both reports were for separate periods throughout the year, but added together to make a consolidated report.

Lastly, a further \$18K was set aside for a new safety boat.

Motion - to approve the report and financial statements.

Moved by: Gerry Powell

Seconded by: Ron Buck

Carried

6. Portfolio reports:

The portfolio reports had been posted on our website at www.ottawanavyleague.org/agm-2020.html so that everyone could read them in advance of the AGM. They would be presented tonight in brief to highlight the significant points raised. While urgent questions could be raised as they were presented, the bulk should be held for a combined Q&A session to follow.

a) **President** – Karen Duval (Min 52)

The President started with congratulations to all in the NLC for our 125th anniversary! It had been a great privilege working with the Ottawa Branch, HMCS CARLETON, our two Corps COs, all of the cadets and their cadets and their parents. Moving forward, our focus would be on improved outreach to our members and our cadets, promoting NLC, and educating the public. She celebrates the achievements of the cadets in completing the training year despite the challenges and all of the changes. and wanted to recognize the efforts of the staff. Connecting with the families of the cadets and getting them back in the fall were her immediate concerns.

She finished with a special thanks to LT(NL) Brown and LCDR Marchand (not here tonight) and welcomed LT(N) Lafrance as the new CO FALKLAND.

b) **Secretary** – Gerry Powell (acting)

The report submitted provided much information, so he would not repeat it all here. His overall goal was to ensure effective administration in the Branch. He particularly wanted to strengthen the governance process at the Branch and the role of the full council in the decisions made. He also aimed to improve our internal admin

procedures with use of the branch website. Another goal was to implement the use of videoconferencing, made even more important in our work through COVID.

Overall, we have done well, and he was impressed at how well the Council has performed. The Council is now much larger, and our capacity is greater than before, and it can focus on the issues that need their attention. The Executive endeavours to meet prior to a council meeting so as to focus the agenda. We again follow an “Action Items” list – that has given more rigour to our progress through the year. This year, we listed some 20 issues to track, and have completed 11 of them (most of the others stalled by the COVID situation). Our records for council meetings and decisions are complete and consistent. Our website is now in the hands of the Communications Director and Chair for Community engagement. He was proud of our participation to the discussion in the development of the “Ontario Addendum” that led to the return of the Ontario Division, and continues to support the new Division to the extent possible as it takes form.

Many issues continue. We have a new Secretary that can focus on that role, and he will be working to ensure he is well supported. All of the new members of the Council need support, and the intention is to document our procedures and terms of reference in the near future.

There were no questions.

Motion - to approve the Secretary’s Report:

Moved by: Gerry Powell

Seconded by: Jennifer Bennett

Carried

c) **Treasurer** – Gerry Powell

Again, his report provides lots of information, and he would not repeat all of the detail here. In line with the Secretary’s objectives, the role of the Council with respect to all finance decisions, particularly the budget, was strengthened. Well done to everyone for that effort. We have executed all of the programs we undertook. A particular example was the Sea Cadet visit to Halifax, done on late notice for approval -funding and approvals. Despite the less than desired level of participation, all agreed that it was important to be done as it there had not been a major trip for this group of Cadets for a few years. BZ to LT(N) Lafrance for the detailed planning and effort. It provided a lot of lessons learned for the Council and was a great trip for the cadets!

Our budget planning process was stronger this year and produced a good and realistic budget to follow. Still, we were underspent again and finished the year with a surplus. He will continue to improve the planning that goes into it. The Branch has not yet purchased a replacement safety boat, but the funds are still there, and we continue to look at options and opportunities. We originally estimated that a good used boat would cost between \$13 to \$15K. However, we are finding that for what we are looking for it will likely cost in excess \$18K, before tax.

The Branch decided on a bit more spending (just over \$9Kin total) for work needed on the HOWARD to prepare her for use by the cadets and what we wanted to do over

the summer for the NLC 125th anniversary. That included some necessary work on the fuel system and upkeep on the hull. A 40-year-old boat does not come cheap!

The detailed numbers are in the report. We are looking at finishing the year (after planned expenses) with \$77.6K in cash in account, \$129.8K in term deposits, and over \$2K in accounts receivable (a donation cheque had to be reissued). As well, an ongoing issue with the Local Support Allocation (LSA) from DND on split over the wrong FY is being looked into. If we are correct, it would amount to another \$4K in accounts receivable. We do carry some accounts payable (for the canteens) which totals about \$2.5K at the moment. So, overall, we are doing well.

It is unclear how our finances will go over the remainder of the year as the COVID measures may continue to restrict in-person training and tagging. We, as well as National and Division, are looking at a number of issues and trying to remain flexible with all of the possibilities that happen. There are a lot of stakeholders involved. The Branch had lost the two tag days in the Spring, and will likely not have one in the Fall, which amounts to about \$29K (47%) of our planned revenues. Awards we were expecting are seeing cancellations, and our Legion donors are also challenged – so we may not realize the \$6K in contributions anticipated in the budget. Registrations may also see a decrease. In the end, we may only realize between \$20 - \$25 K in revenues instead of the \$61K budgeted. However, our expenses have also largely decreased. In-person training and activities are not happening. National and Division are not charging their annual allocation this year. So actual expenses will also drop between \$30K to \$40K as well. We will likely come out fairly even from a NET perspective.

Our Branch is in the first group to roll out the QBO for implementation across the Division by new year. I feel that target may be optimistic as there is much to be learned and done by all branches. But Our Treasurer is new director at large on Division Board and a member on the Finance committee, so we should have a good understanding as that picture unfolds.

In conclusion, COVID will have a net impact, but it may not be that significant, at least in first year. We have a strong reserve, but the long-term impact remains uncertain. Writ large, our Branch is in a better state than most. We are a large branch and stable. Our challenge will be to use our resources wisely and set an example to others.

Motion - to approve the Treasurer's Report:

Moved by: Gerry Powell

Seconded by: Peter Christie

Carried

d) **Vice President, Sea Cadets** – Jason O'Dale

Did not intend to repeat his submitted report. He extended his thanks to LCdr Marchand and welcomed the new CO.

The Treasurer, noting that there would be many factors and players involved in the process, but repeated the commitment to whatever support would be needed from the Branch as the cadets return to in-person training and normal activities.

RAdm (Ret'd) Bennett added that Division shares the concerns for the challenges that lie ahead for the cadets return to training. She has been in discussions with the RCSU and will be engaged with DND through the RCAG this fall. Division will also

provide for financial needs that may arise. Not just for the information needed for cadets, but also for parents. They need to be reassured that we have basic procedures in place. She noted that we benefit being able to work from a DND establishment, but that CARLETON will have their own challenges to deal with, especially as they continue to support Op LASER.

Motion - to approve the VP Sea Cadet's submitted report:

Moved by: Jason O'Dale

Seconded by: Gerry Powell

Carried

e) **Vice President, Navy League Cadets** – Bern Greene

Similarly, would not repeat what had been provided in the written report. She extended thanks to the Board for the continued support, and to the Cadets from FALKLAND for their support throughout the year. BZ to LT(NL) Brown for his work with Facebook and on the internet.

The Treasurer repeated the commitment to support to the Corps for the additional costs that will be needed for measures involved in a safe return to training.

Motion - to approve the VP Navy League Cadet's submitted report:

Moved by: Bernadette Green

Seconded by: Gerry Powell

Carried

f) **Chair, Tag Day** – Travis Cameron

No report was submitted or presented. However, there was no tagging activity or plans for the fall to report.

g) **Chair, Boats and Summer Program** – Richard Duval

Further to his submitted report, he wanted to note HOWARD that went through extensive work to get ready for her planned exposure during the 125celebrations this summer, but other work needed was done as well. She is out there and ready to go!

Peter Christie asked to confirm where HOWARD is at present (the summer plans had been delayed as they were being reconsidered). She is at Dow's Lake and doing well having recovered from a fuel system problem discovered at the start of the season. In the water and now sailing perfectly. It takes a lot of work, but she is a historical piece that he is proud to be part of.

RAdm (Ret'd) Bennett noted the good publicity that she has been getting for us already.

The Treasures commented that the Boats Chair was being too humble for the amount of time he has dedicated to make the HOWARD what she is. He noted the amazement ("gobsmacked") of the elderly gentleman watching the summer launch event who had been part of the original program that saw the HOWARD and her sisters originally enter service still looking good and in active service today.

Motion - to approve the Boats Chair report:

Moved by: Richard Duval

Seconded by: Jason O'Dale

Carried

h) **Director of Communications** – Marc Viau

The Communications Director thanked everyone for all of their support since his arrival on the team. The past few months have been challenging with COVID (especially with the range of stakeholders involved with our Branch and Corps), some social issues, and several tragedies since March (shootings in NS, The EH 101 from HMCS FREDERICTON crash, etc). At same time, we have a lot to celebrate such as the creation of a social media presence and progress with our website. Yesterday's event with the launch of the HOWARD to kick off our NLC 125th summer showed what we can do.

He extended a BZ to all. We have shown how much we can do. And there are two more event in the works (the Navy League Fun Run and a 125th Gala).

His concern for the way ahead is the need for increased internal dialogue. He needs to be in the know with everything we have underway if we are to be prepared to respond to queries and issues that arise, especially in the current COVID situation and anticipated second wave. He has established a weekly call with the comms team at National, and is looking to do the same with Division and both corps. Working with our Chair for Community Engagement, he will be looking to establish our communications priorities after we are past the focus on the 12th,

Jason O'Dale and the President both commended the Director of Communications for his excellent work in the short time he has already been with the Branch. RAdm (Ret'd) Bennett also noted that a communications team was being established at Division, and his enthusiasm would be much appreciated.

***Motion** - to approve the Director Communications report:*

Moved by: Marc Viau

Seconded by: Gerry Powell

Carried

i) **Chair, Community Engagement** – Anne Seigmiller

The Community Engagement Chair also kept her remarks brief. She expressed her compliments to all involved in the HOWARD launch event the day before. The branch did well, looked sharp and got well picked up in the news. There are great events planned for the fall to get the cadets engaged, make tag days fun, etc. We do not know what the future will look like but have laid the groundwork to adapt well.

The Treasurer thanked her for the work she has done to date. The improvements in our outreach to the parents and the community were proving to be an even greater element in our success in the way ahead than he had envisaged.

President also congratulated the Chair's daughter for having won the training award in her first year at FALKLAND.

***Motion** - to approve the Director of Communications report:*

Moved by: Anne Seigmiller

Seconded by: Jason O'Dale

Carried

j) **Chair, Membership** – Gerry Powell (acting)

The chair commented that this portfolio has been sadly neglected since 2013. He felt membership was an essential element of our foundation in the community. The branch needs to include outreach and engagement with our membership in addition to our cadet community. Membership letters have been started and he hopes to continue them. He noted the importance of donations that most members make routinely with their membership renewals.

We are now back up to 29 members. A branch website has been started but requires ongoing attention to keep up-to-date and fresh. A renewal campaign was re-started, but more attention and effort will be needed to sustain it annually. A Council Meet & Greet was conducted this year to inform parents and potential members in the community of the role of the Branch in delivering this program, providing a safe environment for training and cadet interactions, maintaining a national standard - and ensuring the availability of this program to our future generation. That meeting was well received and successful, and the plan is to do it twice each year (around Corps schedules), once we can return to using the facilities.

***Motion** - to approve the Membership report:*

Moved by: Gerry Powell

Seconded by: Peter Christie

Carried

k) **Chair, Scholarships and Awards** – Jim Cummings

The Scholarship and Awards chair was not present for a report, but has tabled an extensive report on our website page for the AGM at www.ottawanavyleague.org/agm-2020.html

l) **Chair, Volunteer Screening** – Roland Vaillancourt

The chair thanked everyone for his appointment as a Life member. COVID has put the Vulnerable Sector Screening (VSS) on hold, but it remains essential to ensure that anyone in contact with the cadets is properly screened.

The President commented that she wants all of the Board to get their VSS. The Chair noted that none of the new members have been able to do that yet as the COVID crisis started as they joined, but it is not that urgent at the moment as contact with the cadets is not currently possible under the COVID restrictions. It is still important for parents to know that we have the safety of their children at heart.

***Motion** - to approve the VSS Chair's report:*

Moved by: Roland Vaillancourt

Seconded by: Rob Lafrance and Gerry Powell

Carried

m) **Chair, Property** – Leslie Markey

The Chair was not present, but a report had been tabled. The Treasurer noted that it is somewhat dated and based on pre-covid information that reflects some ongoing challenges we have had for some time with updating our inventory records and the management our holdings. Roland Vaillancourt and the Treasurer will be working with her in the future when we can return to the unit.

7. Questions and Answers:

No further questions were posed to the portfolios. However, VAdm (Ret'd) Buck provided some encouragement and support of the goals to rejuvenate the Branch membership foundation. He recommended we reconnect with the Naval Association of Canada (NAC) Ottawa Branch – the largest in the country – and offered to help with that link. The Treasurer noted his role with that organization (VP and Membership Director) already, and that he was being careful not to blur lines on that relationship, so he would still appreciate the additional support. VAdm (Ret'd) Buck undertook to send an email to the President there to encourage that relationship. The Treasurer also noted our recent contribution on the 125 NLC Anniversary to the NAC Ottawa magazine to its members – “*SOUNDINGS*” – prepared by the Communications Director with input from National, and that he would provide an article on Ottawa Branch membership at a later date.

The Admiral was also willing to help and advise with the governance issues we were looking at, noting that he had been as he was one of the architects of in the 2014 National bylaws and heavily involved in the relations with National. Both RAdm (Ret'd) Bennett and Gary Payne (with NLC national Board) noted their interest in Ron's expertise in the work ahead on governance as well.

8. New Business:

The Secretary commented that discussions during this meeting had been informative, and he would endeavour to capture from them any new business that needed to be brought forward. Off hand, he did not see any, other than a model for the way ahead after COVID and when we can return to a new “normal” – but that will be under development in the months ahead. The President opened the floor for other new business.

FALKLAND 100th Anniversary

Peter Christie provided a “heads up” for Branch in the Fall season – with all of the preps for the 125th in the Fall, we cannot forget that we are less than three years away from our own 100th anniversary celebrations that we need to plan for. The Treasurer fully supported this as an item to follow up on, and believed it was also in the VP Sea Cadet's report. He also noted Jim Cummings ongoing calls to energize the FALKLAND alumni for the contribution to the occasion they can provide (especially as a large measure of our historical memorabilia had gone astray in previous years).

VAdm (Ret'd) Buck raised a related comment of interest to not just the Branch, but also Division and National levels on this upcoming anniversary. It will be a huge opportunity for the Branch, cadets, and the NLC. Given the current relationship with formation, it was important that all levels within the NLC work together and remain dovetailed so that FALKLAND is not lost in the process with the region and DND.

RAdm (Ret'd) Bennett noted the 100th anniversary of the Naval Reserve is also in 2023. There are many opportunities for coordinated engagement there.

Lt(N) Lafrance was in strong agreement. President noted it would be CO's last year in command at FALKLAND. The VP SC noted the number of alumni pages available on Facebook, including a fairly active RCSCC FALKLAND alumni (some 100-140 members) – there are opportunities to cast a wide net. The VP SC will work with Director

Communications to develop a coordinated approach build that link. He will also put it on the national Sea Cadet page.

Necessary Resolutions from this AGM

The Secretary noted that these two items had been omitted from the agenda, but necessarily had to be approved at the AGM prior to the election of the new slate of directors. VAdm (Ret'd) Buck raised a point of order to note that the Special Resolution, which he supported, if passed would have to be approved at Division. The Secretary acknowledged that and agreed, noting that the Branch would have to first endorse it for it to be presented to Division for approval.

Special Resolution:

In accordance with the bylaws at NL18 Annex B Section 4(b)iv

Resolved that the current Branch President, Mrs. Karen Duval, serve a fourth consecutive term.

Moved by: Gerry Powell

Seconded by: Ron Buck

Carried

Ordinary Resolution:

The acting Secretary outlined the rationale behind these new positions. The Council now has available to it a formidable capacity which will be necessary as it deals with several significant challenges in the upcoming year. It also needs to look at its own future in supporting the corps in a modern and connected world. These positions would be in addition to the two appointments previously approved by the Board to fill the vacancy in the Communications and Parent Liaison portfolio.

The Assistant VPs would be to support the VP SC and VP NLC in an increasing connectivity envisaged with the parents involved with their corps, and to provide for succession. The world of IT and networking would see a greater requirement technically as the Branch moves into a more online world (by the Corps, Division and the Branch), has a need for better records management, and increasingly connects with Division and National in an online manner.

Prior to election of the Council for the following year, there are new portfolios (non-Executive) proposed for the Council:

MOTION: That the following portfolios on the Council be established:

- *Assistant VP Sec Cadets*
- *Assistant VP Navy League Cadets*
- *IT/Networking Manager*

Moved by: Gerry Powell

Seconded by: Marc Viau

Carried

9. Nominations and elections of officers: –

The President noted the sudden departure of our Past President and thanked the acting Secretary for stepping up to prepare for and conduct this part of the AGM.

There has been an incredible increase in the youth and energy now available to the Board, and the President has endeavored to see them engaged in appropriate roles, especially as she and the Treasurer are getting more engaged in the region and with the Division.

The proposed Slate of Directors for the 2020/2021 term had been developed, posted on our website, and presented at the AGM as shown at Annex B. It included several new officers who had joined the Board last year, and the three new positions just approved.

VAdm (Ret'd) Buck noted that what was being voted upon was a slate of directors rather than each individually, and it would be necessary to assure each was agreeable to the nomination. The Secretary assured that that was going to be the case, that all but one (an incumbent) were present, and their willingness to accept the nomination would be part of the vote.

There was significant discussion on the Associate Member status of the proposed Boats Chair (also active as an officer with our Navy League Corps) rather than a Regular Member. The nature of this understanding, and interpretations in other circumstances as it may apply to NLOs as opposed to CIC officers, was also discussed. The Acting Secretary briefed on the unique urgency for the requirement and the knowledge he brought to the task that led to his appointment. As well, The Chair had been fully briefed on the nature of the Branch priorities for the management of our boat resources and, as an associate, would not have a voting right that could be construed as a conflict of interest in Board decisions. Lastly, it was noted that one other member of the council was in the process of joining the ranks at CARLETON and would become an associate member later. As such, he was not being given a portfolio.

The nominations for Council Officers for the next training year (listed at Annex B) were reviewed and calls for nominations from the floor made prior to a vote being held.

Motion - to approve the Nominations for the 2020/2021 Branch Council as presented at Annex B.

Moved by: Gerry Powell

Seconded by: Marc Viau

Carried

10. Closing Remarks:

The President kept her closing remarks short. With everything that has happened, she thanked the Treasurer for his additional work over the year. She also thanked to VAdm (Ret'd) Buck, RAdm (Ret'd) Bennett, and Gary Payne for their participation. And lastly, she welcomed LT(N) Robert Lafrance as our new Commanding Officer for FALKLAND.

The President invited the Division President, RAdm (Ret'd) Jennifer Bennett, to provide a few remarks. She noted how delighted she was for the opportunity to join the AGM this evening. It has been an interesting period dealing with COVID, but we are progressing well. He is looking forward to meeting the Branches in person as they are the 'coal face' of what we do in the community. And she is looking forward to sharing our lessons learned,

best practices, and good ideas. It will be a period of change, not just with the Division, but with the Program. Knows she can continue to count on the Ottawa Branch for their support. VAdm (Ret'd) Buck, who has been with the Branch for 13 years, also took a moment to speak and reinforced the messages shared by the Ontario Division President.

Before closing, the President passed on a BZ to the XO of RCSCC FALKLAND for a fantastic job with the major Sea Cadet trip to Halifax over the March Break. While there were many lessons learned by in putting the package together at the last minute, what we presented to Ontario Division was complete and well received. It has become the standard for future such submissions from all corps.

She thanked everyone for the enthusiastic participation and making the GM a success!

11. Adjournment: The meeting was adjourned at 22:15

Gerry Powell
Acting-Secretary

Karen L. Duval
President

ANNEXES

Annex A 2020 AGM Agenda

Annex B Slate of Directors for 2020/21



2020 ANNUAL GENERAL MEETING

ANNEX A

AGENDA

1. Call to order and welcoming remarks by the President – Karen Duval
2. Approval of the agenda
3. Minutes of the 2019 Annual General Meeting
4. Business arising from the minutes
5. Review of the Financial Statements - Treasurer
6. Portfolio reports
 - a) President – Karen Duval
 - b) Secretary – VACANT - Gerry Powell (acting)
 - c) Treasurer – Gerry Powell
 - d) Vice President, Sea Cadets – Jason O’Dale
 - e) Vice President, Navy League Cadets – Bern Greene
 - f) Chair, Tag Day – Travis Cameron
 - g) Chair, Boats and Summer Program – Richard Duval
 - h) Director of Communications – Marc Viau
 - i) Chair, Community Engagement – Anne Seigmiller
 - j) Chair, Membership – VACANT - Gerry Powell (acting)
 - k) Chair, Scholarships and Awards – Jim Cummings
 - l) Chair, Volunteer Screening – Roland Vaillancourt
 - m) Chair, Property – Leslie Markey
7. Questions and Answers
8. New Business
9. Nominations and elections of officers
10. Closing Remarks
11. Adjournment



2020 ANNUAL GENERAL MEETING

ANNEX B

2020 TO 2021 COUNCIL NOMINATIONS

POSITION	NAME	Membership Type	Voting Right	Start Year (in position)	Election or confirmation
EXECUTIVE					
President	KAREN DUVAL	Member	Y	2017	Required Annually (Normally Max 3 tours)
VP Sea Cadets	JASON O'DALE	Member	Y	Appointed 2015/16	Required Annually
VP NL Cadets	BERN GREENE	Member	Y	Appointed 2018/19	Required Annually
Secretary	PETER CHRISTIE	Life	Y	<i>Proposed</i>	Required Annually
Treasurer	GERRY POWELL	Member	Y	Appointed 2016/17	Required Annually
PORTFOLIOS					
Assistant VP Sea Cadets (<i>New</i>)	ROLAND VAILLANCOURT	Life	Y	<i>Proposed</i>	Annual
Assistant VP Navy League Cadets (<i>New</i>)	VACANT				Annual
Chair, Boats & Sailing Program:	RICHARD DUVAL	Associate		<i>Appointed 2019/20</i>	Annual
Chair, Membership	JIM CALE	Member	Y	<i>Proposed</i>	Annual
Chair, Tag Days	TRAVIS CAMERON	Member	Y	<i>Appointed 2019/20</i>	Annual
Chair, Scholarships & Awards	JIM CUMMINGS	Life	Y	Appointed 2015/16	Annual
Director of Communications	MARC VIAU	Member	Y	<i>Appointed 2019/20</i>	Annual
Director, Community Engagement	ANNE SEIGMILLER	Member	Y	<i>Appointed 2019/20</i>	Annual
Director, IT/Networking Management (<i>New</i>)	BOYONG (BYRON) LIANG	Member	Y	<i>Proposed</i>	Annual
Director, Volunteer Screening	NADINE LOGAN	Member	Y	<i>Proposed</i>	Annual
Director, Property & Equipment	LESLIE MARKEY	Member	Y	Appointed 2015/16	Annual
DIRECTORS-AT-LARGE					
Director-at-Large <i>and FALKLAND canteen mgr</i>	ALEXEI MIKHAILOV	Member	Y	Appointed 2017/18	Annual
	# of Portfolios		16		
	# of Vacancies		1		
	# of Positions Filled		15		
	# of Directors-at-Large		1		
	# of Members		15		
	Current # with voting right		15		
	Quorum (at 34%)		5		