



2483 Princess Patricia's Canadian Light Infantry

Royal Canadian Army Cadet Corps

Corps Sponsoring Committee



**MINUTES / RECORD OF DISCUSSION OF THE
CORPS SPONSORING COMMITTEE ANNUAL GENERAL MEETING (AGM)
HELD IN THE SEAMANSHIP DIVISION CLASSROOM
CORPS HEADQUARTERS BUILDING - 1840 HRS 13 OCTOBER, 2015**

Chairperson: Tom Eccleston
Vice-Chairperson: Carol Lebreux (absent)
Treasurer: Lysa Steffan
Secretary: Natysha Norby (absent)
Director – Public Relations: Richard Asselin (absent)
Director at Large (Canteen): Brenda Myers
Director at Large (Fundraising): Robert Pfuetzenreuter
Director at Large (Mentorship): Grant Whittla
Director at Large: John Steffan
Director at Large: Alan Myers
Director at Large: Garth Webber-Atkins (absent)
Director at Large: Catriona Gow (absent)
Director at Large: Arlene Aylward

In Attendance:

Capt Brandon McAuley (CO)
Joe Tremblay Charlene Parker Nena Chavit-Mullin Bob Russell
Will McGuire Bruce Dickey Irene Green
Tamara McNay Tracy Green Heather Eichel

Refs: A. Army Cadet League of Canada Directives
B. Army Cadet League of BC - Sponsoring Committee Handbook – February 12 Edition
C. 2483 PPCLI RCACC CSC By-Laws
D. 2483 PPCLI RCACC CSC Constitution
E. 2483 PPCLI RCACC CSC Executive Committee Duties

1 / 6

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Action

The Chairperson called the meeting to order at 1842 hrs.
He then gave an outline of the agenda for the meeting and discussed the aims of the CSC.

Chairperson

Chair introduced Bob Russell, the Army Cadet League Zone Chair. Bob addressed the CSC and described the “Pillars” aspect of the Canadian Armed Forces and the Army Cadet League of Canada in providing the training and core elements of the Cadet program.

Chair then asked the new parents if they had yet received the Welcome Letter from the CSC and distributed any to any that hadn't the letter.

The minutes of the previous AGM meeting were read and a motion to adopt the minutes was made.

Motion to adopt minutes: Tom Eccleston

Seconded: Alan Myers

Carried

Chairperson

FINANCIAL REPORT

Chairperson

The Chairperson reviewed the 2014/2015 financial report dated Aug 31, 2015.

Petty Cash: \$67.27

Gaming: \$8.72

Chequing: \$5721.73

Savings: \$1721.73

Vimy 2017: \$5001.33

Total: \$12,204.61

Grant reviewed and described the financial statements, BCLC Grants, and previous corps endeavors.

Motion to adopt the year-end financial statement: Tom Eccleston

Seconded: Lysa Steffan

Carried

Chairperson's Report & Old Business:

News, information, and recent happenings:

- There is an NCO's FTX on the 2nd to 4th of Oct for 3rd year and above Senior Cadets.
- The first bottle drive of the year will be Oct 17. More to follow on this from the Fundraising Chair.
- Fall FTX will be 23rd to 25th of Oct. More to follow.
- Band practice started and held every Wednesday.

Chairperson

Action

- Remembrance Day is Nov 11th. The corps will meet at the Esquimalt Legion and march in the parade.
- The Christmas Potluck Dinner and Silent Auction will be held Dec 15th. We will need to request the Gun Room for this event. There will be a Silent Auction. More to follow.
- The Corp has received a donation of \$800 from the Westshore Lions.
- Gaming Grant: This year we will be requesting \$10000. This will need to be actioned by the new chair and executive.

Various Directors Reports:

Director Canteen:

Brenda Myers

- Brenda stated she will be stepping down as the Director of Canteen at the end of the month (Oct). She will help train a new Director of Canteen and will be available to assist with big events like Christmas Potluck, etc.
- The Canteen budget is \$50/week. This needs to be raised to \$55-60. This will need to be addressed by the new committee.
- She also mentioned that sometimes equipment and special events gets absorbed by the monthly canteen budget.
- She will ensure the kitchen at the HQ is cleaned and everything is sorted and labelled.

Fundraising Director:

Robert Pfuetzenreuter

- Meat Draws: We have been doing these meat draws since July. It is about 3 hrs work for parents. We need more parents to volunteer for this endeavor. The Oct meat draw raised \$126 for the corps.
- Co-op cards. Robert has co-op cards to hand out. The co-op number is 80630. Purchases count to a payout at the end of the year. This will be a legacy to the corps as the more people that use it in time will grow.
- Bottle drive is this Saturday Oct 17th. Bring your bottles.
- Quilt: Robert's mom has donated a quilt to the corps. He would like to ensure that this has a minimum bid on it so that it is not just given away to the lowest bidder.
- Need to start sending out the donation requests for the silent auction in Dec.
- For the chocolate sales on Feb 14th, Robert would like to purchase 25% more chocolate than last year.

Director Public Affairs:

Richard let the chair know through email that he is ready to step down as the Director of Public Affairs but willing to still be a volunteer.

New Business

We need parent support for the FTX breakfast on Sunday Oct 25th.

The second bottle drive of the year is scheduled for Jan 9th, 2016. Save your bottles over the holiday.

The training year budget was presented.

The Vimy 2017 plan needs a co-ordinator. This is an agenda item that will need to be addressed by the next executive.

Band Director: Heather Davies is the band director and has been doing the job for free (she has received \$500 in the past as an honorarium).

Motion to pay Heather Davies \$100 per month as the band director. Tom Eccleston
Seconded by Alan Myers.

Carried

There is a motion to change the bylaws regarding online voting.

There was a healthy and lengthy discussion about why we need the ability to conduct online voting and the risks/benefits.

General consensus was not apparent.

Motion to table the motion to change the bylaws to a later date in a yet-to-be-called Extraordinary Meeting. Tom Eccleston
Seconded by Grant Whittla

Carried

COs Address

Brandon explained his role and the Commanding Officer and gave an update on the year so far.

He stood up a promotion board this year for Warrant Officers and above.

Action

There is a big FTX at the end of the month.

He wanted parents to know that with all the new kids they were swamped and were trying to get all the kids uniforms by Remembrance Day.

The monthly calendar is posted on Facebook.

Brandon is looking forward to the Christmas Potluck. This is a great social gathering for the corp and the parents.

Election of the New Executive

The CSC must elect at a minimum a chairperson, treasurer, and a secretary.

If more than 10 people are nominated for the exec, there will be a vote amongst the CSC to determine who will sit on the exec.

These persons, once voted in, will form the executive component of the CSC, and will elect amongst themselves the executive positions that they will hold for the coming training year.

Based on this knowledge, the following persons are nominated to the CSC exec by the voting members who are present at the AGM.

Nominations from the floor of the persons who wish to stand:

RESULTS

Member nominated	Proposed by	Seconded by	Accepts nomination (Y/N)	2015/16 Official Position
Joe Tremblay	Tom Eccleston	Arlene Aylward	Y	D. Stores
Tom Eccleston	Grant Whittla	Robert Pfuetzenruter	Y	Chair
Robert Pfuetzenreuter	Grant Whittla	Arlene Aylward	Y	D. Fundraising
Heather Eichel	Tom Eccleston	John Steffan	Y	D. PR & Fundraising Support
Arlene Aylward	Grant Whittla	Lysa Steffan	Y	D.-at Large & Fundraising Support
Tracy Green	Charlene Parker	Arlene Alyward	Y	D-at Large - Canteen
Irene Green			N (due to being a CIC Officer – Corps Bylaws)	
Tamara McNay	Joe Tremblay	Irene Green	By Proxy	D.-at Large & Fundraising Support
Nena Chavit-Mullin	Lysa Steffan	Arlene Aylward	Y	D.-at Large & Fundraising Support
Will McGuire	John Steffan	Robert P	Y	Treasurer
Richard Asselin	Arlene Aylward	John Steffan	By Proxy	Vice-Chair
Jim Sinclair*	Tom Eccleston	Heather Eichel	Y	Secretary
Bruce Dickie	Grant Whittla	John Steffan	Y (non-voting member of the Exec as PPCLI Assoc. Cadet Liaison)	D. at-Large

*Special addendum to AGM – Jim Sinclair was elected to the BOD and

the position on October 27, 2015 at the monthly meeting.

Chairperson

ADJOURNMENT

The Chairperson stated that the next Sponsoring Committee meeting will be held 27 Oct, 2015.

Motion to Adjourn the Monthly Corps Sponsoring Committee Meeting at 2005

hrs :Tom Eccleston

Seconded: Arlene Aylward

Carried

//signed by//

Tom Eccleston

Chairperson

2483 PPCLI RC(Army)CC

Corps Sponsoring Committee

//signed by//

Brandon McCauley

Commanding Officer

2483 PPCLI RC(Army)CC

Distribution List

Action

CO 2483 PPCLI RC(Army)CC

D/CO 2483 PPCLI RC(Army)CC

Parents of Cadets

Information

Chairperson

1st Vice-Chairperson

2nd Vice-Chairperson

Treasurer

Secretary

Director of Stores

Director of Fundraising

Director of Public Relations

Director(s) At Large