



Princess Patricia's Canadian Light Infantry Association

**Minutes of the Board of Directors' Meeting
8 June 2022 via ZOOM at 1630 MST**

Present:	
Ted Giraldeau	Director / President
Terry Loveridge	Director / Vice President / Heritage
Jake Flanders	Director / VP West
Greg Ferguson	Director / VP East
Jim Croll	Director / Treasurer / Casino Chair
Terri Orser	Director / Secretary
Tim Penney	Director / HGMF Education Bursary Vice-Chair
Gord Keener	Director / Cadets
Don Dalziel	Governance Chair
Herb Kenny	Membership Chair
Paul Hale	Past President
Regrets:	
Fred Horsman	Director / Veterans and Family Support Committee Member
Jay Bickerton	Director / Veterans and Family Support / VPP
James Stanton	Director / Communications (joined at conclusion of session)

Item	Discussion	OPI/Action
1.	<p>Call to Order: The meeting was called to order at 1631 (MST) hours, with a declared quorum.</p> <p>A moment of silence was observed.</p>	President

Item	Discussion	OPI/Action
2.	<p>Opening Remarks: Ted stated that the primary purpose of the meeting was to do an AGM wrap-up; welcome and orient the new Directors; and to set things in motion for the summer. Ted indicated that he thought the AGM was a success with 46 persons participating. The session ran for 2:40 and all goals and agenda items were achieved and/or covered. He also indicated that Terri had completed the minutes already and he would soon distribute them.</p> <p>(Secretarial Note: As of 8 Sep, the President had yet to distribute the Minutes)</p>	President
3.	<p>Approval of the Agenda: It was moved by Greg Ferguson and seconded by Jim Croll to approve today's agenda with the addition of 6.8 – Revamping the Veterans and Family Support Committee. <i>Carried.</i></p>	
4.	<p>Approval of Minutes from 20 April 2022: It was moved by Jake Flanders and seconded by Terry Loveridge to approve the Minutes from 20 April 2022. <i>Carried.</i></p>	
5.	<p>Old Business: All items of Old Business were dealt with under New Business.</p>	
6.	<p>New Business:</p>	

Item	Discussion	OPI/Action
	<p>6.1 – Reassignment of Roles and Responsibilities: Ted outlined the roles and responsibilities as follows:</p> <p>Ted - President - no longer Director of Cadets</p> <p>Terry - Vice President – no longer in an acting capacity</p> <p>Terri – Secretary – no change</p> <p>Jim C – Treasurer / Casino Chair – no change</p> <p>Jay – Veterans and Family Support Chair / VPP Coord – no change</p> <p>(Secretarial Note: Jay resigned his position as a director effective 29 July 2022 – his responsibilities as VPP Coord will be covered off by the President until reassigned)</p> <p>Tim – HGMF Student Bursary Vice Chair - no change</p> <p>Jake – VP West – no longer Director of Communications</p> <p>Jim S – new Director of Communications</p> <p>Greg – new VP East</p> <p>Gord – new Director of Cadets</p> <p>Fred – Member of Veterans and Family Support committee</p> <p>Herb – Membership Chair – no change</p> <p>Don – Governance Chair – no change</p> <p>Paul – Past President – no change</p>	<p>President</p>

<p>6.2 – Director / Chair Roles Awareness Brief: Ted indicated that while the Directors’ Handbook was still in draft, the roles and responsibilities of Directors were well covered and current. Each individual Director/Chair briefed on his/her specific role and duties for the info of the new Directors.</p> <p>Herb Kenny – ensures the membership database is up to date, including e-members and searches papers twice a week throughout Canada looking for fallen Patricias and then sends them to the Council of Presidents.</p> <p>Tim Penney – his job may change slightly but for now he takes care of the Educational Bursaries. The deadline is 15 July, and their selection committee goes through the applicants to assess the winners. Normally 20-25 bursaries are given out with an average of \$25,000 being dispersed. The HGMF provides those funds.</p> <p>Terri Orser – as the secretary takes care of the Minutes of the BoDs, Council of Presidents and AGMs. Eventually will be more involved with the database and record keeping.</p> <p>Terry Loveridge – besides his role as Vice President, he also takes care of Heritage and History, and that function is to determine the best way to support our Heritage responsibilities. Takes proposals on projects and recommends to the Board whether it should be supported or not. He also liaises with the Regimental Museum and Headquarters if the proposal goes through and/or the HGMF if funds are needed. Terry will also be the Assn OPI for the Kapyong Trail development.</p> <p>Don Dalziel – is not a director but sits as Chair of the Governance Committee and is invited to the BoDs and CoPs meetings at the invitation of the President as an advisor. He ensures the Constitution and By-laws are kept up to date and are compliant with the CRA Act. Was involved with writing most of the corporate documents that are now in effect. Don is also involved in our record keeping project.</p> <p>Jim Croll – as Treasurer he takes care of all the financials including the Casino and all end year reporting. Anything that requires money goes through Jim. He also is on the Bursary committee.</p> <p>Jake Flanders – as the Vice President of Western Canada he was involved with getting new members to join the BoDs. Along with Ted and Paul Hale, he oversees the PPCLI Assn Facebook site ensuring everything that is posted is above board. He was the Communications Director, but this has been taken over by Jim Stanton. Jake said that PPCLI Assn website is looking really good.</p>	<p>All</p>
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	<p>Paul Hale – as the Past President he is the resource person for any questions or advise needed that the Board has. He is also the Chair of the nomination committee, finding quality members to join the BoDs.</p>	
	<p>6.3 – Spring Newsletter Distribution:</p> <p>There are members of the Assn who do not have electronic means to get the newsletter and who need a hard copy. Normally RHQ would print the hard copies and distribute. Because the cost of printing, colour ink and the size of the newsletter getting longer, RHQ will only print 25 and we need 49. Unfortunately, RHQ has had manning shortages and the 25 copies did not get done. They have since come back and apologized and said they would print the 25. It was decided if we could not get 49 not to do any at all.</p> <p>Herb went to Staples and to make one copy it will cost \$23.00. Black and white copies will be \$15.00 each. Terri said she has been doing it for her branch for some time now and did make copies of the Spring issue for those in her branch who do not have a computer.</p> <p>After some discussion, Terri Orser motioned and Jim Croll seconded that each Branch take care of making the required copies for their members, starting with the Spring edition that recently came out.</p> <p><i>Carried.</i></p>	<p>President</p>
	<p>6.4 – Website Development Update:</p> <p>Jake said that the Website is ready to go, and he will do a turnover with Jim. The e-mail addresses are also good to go. It will go live once everything has been tested, in the near future.</p>	<p>VP West</p>
	<p>6.5 – 75th Anniversary Coin: Greg said he has the 1,000 coins and has done up the letters to go with coins one through four to Madam Adrienne, Sr serving member, CoR and CoR designate. Coin number five will go to the longest serving PPCLI Assn member who is a member of the Edmonton Branch, a WWII and Korea Veteran. He has been a member since 1966.</p>	<p>VP East</p>

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	<p>6.6 – Membership Drive – Ted wants to form a small working group to identify the members we are not attracting or retaining in our Assn.</p> <p>The working group will consist of the two VPs, Jake and Greg, Herb as membership, Terry Loveridge and Gord Keener. Ted would like to get a survey out to the members who have paid up and those who have not to try to identify the demographics of our membership base.</p> <p>Survey questions like: When did you join? Where did you serve? What rank did you retire at? How long before you came to the Assn? etc.</p> <p>We can look at where the gaps are and who we are not attracting or retaining. Look into other Assns, like the Queens Own and The Dirty Patricias. Terry Loveridge said we should also be looking at what the expectations are of the Assn from the members. If we cannot retain them, are we giving them what they expect?</p> <p>There was some excellent conversation and ideas regarding membership. Ted said he will get something out to the working group in the coming days and hopefully they can work at it over the summer and have something to report at the fall BoDs meeting.</p>	<p>President</p>

Item	Discussion	OPI/Action
	<p>6.7 – New Banking arrangements – Signing Authorities –</p> <p>Ted said that they want to move the current banking from Scotia in Calgary to a BMO Branch offering a variety of services that will be more beneficial to the Assn.</p> <p>Jim said that if the Assn stays with Scotia bank, one thing that cannot be done without significant charges, are e-transfers going directly into the Assn bank account. With BMO, which falls under the Canadian Defence Community, the rates are better, e-transfers can directly into the bank and can be set up to automatically receive them, something we cannot do at the Scotia bank. He said we pay bank charges on both accounts at Scotia but with BMO we would only pay charges on the General account, not the Casino account. He indicated that we would look into a corporate credit card once things are set up. The signing authorities would be Jim Croll, Rod Hunter and Ernie Reumiller all in Calgary. Ernie, as a signing authority with the HGMF, cannot be a signing authority with the Assn so Jim will ask Kevin Higdon from the Calgary Branch.</p> <p>Don said he will draw up four resolutions:</p> <ul style="list-style-type: none"> - The financial year end; - Name of the Institution; - Signing authorities; and - The amount the public accountant is getting paid. <p>Don will be working on the required resolutions that cover the change in bank and the signing authorities. Once they are complete, Ted will send them out secretarially to get the BoDs approval. Jim can then action.</p>	<p>President Treasurer</p>
	<p>6.8 – Reorganizing Veterans and Support Committee:</p> <p>The HGMF is doing a survey, which Jay Bickerton is sitting on, to identify what veterans need. This will assist the HGMF in supporting veterans better. The Assn also is looking for ways to assist veterans other than the VPP, Mental Health First Aid courses etc., so Jay Bickerton is tasked with bringing that information back so that we can better assist veterans in need. That will occur over the summer and the recommendations will be made in the Fall.</p> <p>Ted said we need better communication with our VPP cords so Jay and Fred Horsman are will also be tasked with contacting the Assn VPPs and setting up quarterly or biannually meetings to get everyone on the same page, go over some best practices, learn from one another and bounce ideas off of each other.</p>	

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7.	<p>Open Forum:</p> <p>7.1 Greg is working with Staples to get cards made up with the Assn crest on the outer flap and on the inside, it would say “while you are deployed, the old Guard would like you to enjoy a beverage on us at Tim Hortons. He is going to distribute them to his members and ask them to purchase a Tim card to thank them for their service. Tim Hortons is in Latvia that they can access, and his intent is to send them to WO Gillis who can distribute them to the troops. Greg is looking ahead that if Patricias who are serving overseas get out they may remember the Assn and their kind gesture and may want to join us.</p> <p>Greg normally purchases Tim’s cards every Christmas and sends them to any Canadian soldier who is serving overseas.</p> <p>Ted said it is a great initiative.</p> <p>7.2 Paul informed the BoDs that the next Compassionate Listening workshop will either be held on 28 Aug or 11 Sep. The HGMF has agreed to fund two Compassionate Listening workshops in 2023. Paul said that if the Assn feels they want to run a Mental Health FA course the HGMF will fund it just need to let him know. It is \$200.00 per candidate.</p> <p>Paul also said that the Veterans needs analysis is being conducted and Donna Campbell is the lead and Mike Goodspeed is the co-lead. They are going to do a survey, focus groups to try to identify the gaps and what is achievable and then what can we do about the gaps. One example is a wife whose marriage is a mess, not a Patricia, but the husband has been posted to the Maritimes and she wants to go to Winnipeg and the system is saying tough luck, we will not be responsible for the family. Ethically there should be responsibility to the family, so that might be something in the future to advocate for.</p> <p>Ted said the Assn had an offer from the Special Forces Assn who are running a Mental Health First Aid course and offered two spots to us. Unfortunately, the Assn only had one candidate.</p> <p>7.3 Greg said the costs have gone up substantially for Niagara on the Lake post covid, same as everywhere else. He has asked for a proposal from the Hotel, including conference rooms and internet, and will bring it to the BoDs.</p> <p>Ted said that when they are doing up the budget, they will be looking into increasing the AGM subsidy to the host Branch as costs have gotten higher.</p>	

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	<p>7.4 Herb mentioned that he just received an invitation to the 3 PPCLI Change of Command.</p> <p>7.5 Herb asked about the 14 extra PPCLI Assn coins he ordered and requested how he should pay. Greg said to pay Jim and if any other branch wants to order more coins to let him know and send Jim the money. The cost for the unnumbered coins are \$25.00 each.</p> <p>There are 800 numbered coins and 200 unnumbered coins.</p>	
8.	Date of Next Meetings:	President
	<p>8.1 – Board of Directors:</p> <ul style="list-style-type: none"> • 14 September 2022 (changed secretarially t0 12 Sep) • 9 November 2022 	President
	<p>8.2 – Council of Presidents:</p> <ul style="list-style-type: none"> • 30 Nov 2022 	
	<p>8.2 - AGM:</p> <ul style="list-style-type: none"> • 12-14 May 2023 – Southern Ontario • 9-11 Aug 2024 – Edmonton (110 Anniversary) 	
9.	Adjournment: The President thanked the Board for their participation. There being no further business or objections, the meeting was adjourned at 1805 hours MST.	

Prepared by:

Terri Orser
National Secretary
6 September 2022

Approved by:

Ted Giraldeau
National President
8 September 2022