

**NAVAL ASSOCIATION OF CANADA – OTTAWA BRANCH (NAC-O)
2019 ANNUAL GENERAL MEETING (AGM)**

Record of Discussion

3 June 2019

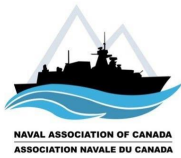
ENDORSED

Call to Order

The President, RB Walker, called the meeting to order at 1930. He welcomed all in attendance and introduced the proposed agenda, annual reports, financial reports, 2018 AGM Record of Discussion and candidates for Board of Directors.

Copies of all reports were posted on the NAC-O Wild Apricot website available to all Branch members and noted a few hard copies were available at the meeting. As a result, the detailed reports of the Branch directors and officers are not embedded in this Record of Decisions but do form an integral part of this record

Item	Discussion
1	<p>APPROVAL OF THE AGENDA</p> <p>The President presented the proposed agenda distributed in advance. No additions or deletions were proposed, and no new motions were put forward by the membership. A motion to accept was invited.</p> <p><u>Motion:</u> Accept the 2019 NAC-O AGM proposed agenda as presented</p> <ul style="list-style-type: none"> • Motioned by P Baiden; Seconded by B Edwards; Carried.
2	<p>CONFIRMATION OF QUORUM</p> <p>The Secretary confirmed that with seventeen (17) members present and ten (10) proxies received, the 2019 AGM constituted a quorum.</p> <p>Absent Directors were A Garceau, S King and R Guitar</p>
3	<p>REPORT ON PROXY COMPILATION</p> <p>The Secretary confirmed ten (10) Proxy Forms were received by the stated deadline of 1200, 3 June 2019.</p>
4	<p>LAST POST</p> <p>The Membership Director read out the names of the ten (10) members who had passed away since the last AGM as noted in the Annual Report 2018 – 2019 (page 6).</p> <p>The bell was struck after each name to honour their passing followed by a moment of silence.</p>



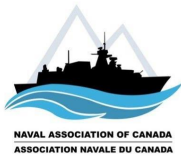
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5	<p>APPROVAL OF THE RECORD OF DECISIONS 2018 AGM</p> <p>The Secretary tabled the Record of Decisions (RoD) from the 2018 AGM and acknowledged H Smith for serving as Acting Secretary for his comprehensive work.</p> <p>The President invited any questions, comments or concerns. He observed the RoD was a comprehensive summary of the meeting. There being no questions or comments a motion to approve was invited.</p> <p><u>Motion:</u> Approve the 2018 NAC-O AGM Record of Decisions as presented.</p> <ul style="list-style-type: none"> • Motioned by N Leak; Seconded by B Cornell; Carried.
6	<p>ANNUAL REPORT OF THE BOARD</p> <p>The President noted individual reports are included in the Annual Report 2018 – 2019 and that only additional information or answers to questions would be presented by the respective Directors.</p> <p><u>President’s Report</u></p> <ul style="list-style-type: none"> • The President reported that NAC-O is a strong branch within NAC but still has challenges especially with respect to membership numbers, remaining relevant and supporting the RCN. • Maintaining camaraderie and fulfilling the objectives of the NAC pillars remain the driving forces to the Branch program and activities. He then provided additional thoughts and an overview of the NAC across Canada and the similar membership challenges also being encountered even though NAC-O remains relatively strong. • He noted the recent visit to RMC as the first of what is intended to be a continued and positive opportunity and asked for other inputs regarding groups with which the Branch could engage. • He closed his report by thanking A Garceau and A Kerr for their service to the Branch and recognized the hours of effort contributed by the remaining Board members over the past year. <p><u>Speakers’ Program.</u></p> <ul style="list-style-type: none"> • T Addison spoke of the Speakers’ Program over the past year. • He noted that there was no theme decided or speakers selected at the start of the new season for a number of reasons and that the program could have been better with more coordination. • He suggested that a theme for 2019/2020 focus on sustainability of the RCN to possibly include Logistics and HR and indicated assistance especially with the various member networks would be appreciated. • R Archer asked what is meant by sustainability. T Addison replied that with new ships coming on line the RCN will face recruiting and training challenges and the idea would



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	<p>be to look at the whole entity of the RCN, perhaps focusing on the Force Development PRICIE model as a guide. P Baiden noted that with recruitment on the rise perhaps retention might also be a theme.</p> <ul style="list-style-type: none"> • R Coutu suggested inviting the incoming DCRCN to speak on HR issues as it is one of his new roles and responsibilities. T Addison reported he has reached out to the new CRCN to discuss his speaking in the Fall and will pursue DCRCN. • The President invited all to communicate off-line directly with T Addison <p><u>Entertainment Program</u></p> <ul style="list-style-type: none"> • D Forestell noted that with respect to the Entertainment Program there was disappointment with the reduced numbers of senior serving members attending these events. <p><u>Membership</u></p> <ul style="list-style-type: none"> • G Powell reported that from a membership perspective the Branch was still experiencing the transition to the on-line world with Wild Apricot. • A lot has been learned over the past year particularly with respect to payments and better leveraging the capabilities of the Wild Apricot application. There remain many members not using the on-line service to the degree desired, but the numbers are improving. • The Renewal Campaign plan for the way ahead will focus on tightening up the system and timelines and the Branch is also working with National to improve the overall membership system and Naval Cadet relationships. Membership needs to be more attractive to all. • R Archer asked that with falling numbers of members nationwide whether any efforts are being looked at to bolster NAC-O numbers. The President replied it is being looked at in a number of forms at the National level. G Powell confirmed and provided additional details. <p><u>Conferences & Special Events</u></p> <ul style="list-style-type: none"> • T Addison reminded the membership that there was no 2019 BOA Gala to avoid conflicting with the Maritime Gala Ball. Instead, the Branch hosted BOA and KW Naval Veterans at a Veterans Luncheon, which was well received and suitably honoured the veterans. Moving forward he expects the Branch will do more events along these lines as part of our keystone of honouring our veterans • R Archer indicated he was personally impressed with the event and thanked the Branch for their efforts. <p><u>Member Support</u></p> <ul style="list-style-type: none"> • P Baiden reported he enjoyed being part of the webinar on Veteran’s Benefits finding it a productive event.



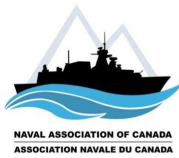
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	<p><u>Mack Lynch Library</u></p> <ul style="list-style-type: none"> The President reported the Branch will need to replace the Librarian with the incumbent stepping down for personal reasons. R Archer asked if a spouse would be considered to which the President replied in the affirmative noting the Librarian is not a Board position and that some librarian experience would be an asset. <p><u>SOUNDINGS Magazine</u></p> <ul style="list-style-type: none"> Editor R Archer provided an overview of his report. He is looking to move SOUNDINGS to take a more forward-looking focus versus the heavy historical theme to date. He requested ideas for themes for this year’s editions of <i>SOUNDINGS</i>. Members may contact him directly with any inputs or contributions. <p><u>NAC Endowment Fund</u></p> <ul style="list-style-type: none"> H Smith reported that overall the fund is in a healthy financial state. Reasonable inputs relating to ideas and venues consistent with the pillars of the fund are always welcome. <p><u>Salty Dips</u></p> <ul style="list-style-type: none"> With R Guitar not present P Barnhouse presented an update. The Salty Dips Committee currently has about 300 pages of submissions, more than enough for a new volume. The intent for the new volume will be to be entirely on-line and only print on demand. The planned theme for the new volume will be “The Present and Linking Past to Present”.
7	<p>PRESENTATION AND APPROVAL OF THE FINANCIAL STATEMENTS FY 2018</p> <p>The Treasurer presented the Financial Report via a slide show overview. He spoke specifically to Accounts Receivable with respect to HST rebates that have been received. G Powell observed the pre-paid dues amount appears high to which the Treasurer noted it was due to the Fiscal and Membership years being different. There being no further questions or comments a motion to adopt was invited.</p> <p><u>Motion:</u> Adopt the NAC-O Financial Report for the fiscal year ending 31 December 2018 as presented.</p> <ul style="list-style-type: none"> Motioned by J Millar; Seconded by R Coutu; Carried.
8	<p>APPROVAL OF INDEPENDENT FINANCIAL REVIEWER</p> <p>The Treasurer briefed the AGM on the requirement for an Independent Financial Reviewer who holds a CPA Certificate. To date volunteers have met the requirement, however the current individual is stepping down and no suitably certified volunteer replacement has been found. Two accounting firms were recommended by other members and subsequently contacted. The Treasurer provided details of the options including costs noting that</p>



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	<p>membership approval was required in order to engage. There being no further questions or comments a motion to approve was invited.</p> <p><u>Motion:</u> Approve the appointment of Independent Financial Reviewer Colby McGeachy.</p> <ul style="list-style-type: none"> • Motioned by J Millar; Seconded by D Sing; Carried.
9	<p>ELECTION OF DIRECTORS 2019-2020</p> <p>The President presented the proposed slate of candidates, returning and new, seeking election to the 2019/2020 NAC-O Board. H Smith noted that the CVs for the new candidates were included with the AGM package posted on Wild Apricot. There being no new nominations or comments a motion to acclaim was invited.</p> <p><u>Motion:</u> Acclaim the slate of candidates as presented for the 2019-2020 NAC-O Board of Directors.</p> <ul style="list-style-type: none"> • Motioned by D Sing; Seconded by D Soule; Carried.
10	<p>NEW MOTIONS FOR DISCUSSION/APPROVAL (If required)</p> <p>No new motions were raised</p>
11	<p>BUSINESS FROM THE FLOOR</p> <p>The President raised the idea of the desirability of NAC-O name tags noting that at many events members are not readily identifiable. He noted that B Cornell has a sample nametag and can provide name tags at a cost of \$12.50 each. Any interested member is to directly to B Cornell.</p>
12	<p>ADJOURNMENT</p> <p>There be no further business the President invited a motion to adjourn.</p> <p><u>Motion:</u> Adjourn the 2019 NAC-O AGM at 2022</p> <ul style="list-style-type: none"> • Motioned by P Baiden; Seconded by D Sing; Carried

Prepared by N. Leak, Secretary, 3 June 2019
 Endorsed by NAC-O Board of Directors, 14 August 2019
 Approved by R. Barry Walker, President, dated