



**FRASER SQUADRON**  
**BRIDGE MEETING**  
**MINUTES**

Date: September 17, 2007

Location: Ladner CoPS

Title:

<b>Commander</b>	<b>Robert Everson</b>	<b>Present</b>
<b>Executive Officer</b>	<b>Cleve Pryde</b>	<b>Present</b>
<b>Secretary</b>	<b>Marilyn Mitchell</b>	<b>Present</b>
<b>Treasurer</b>	<b>Rick Easthom</b>	<b>Absent</b>
<b>Public Relations</b>	<b>Margo Whyte</b>	<b>Absent</b>
<b>Administrations Officer</b>	<b>Jan Muller</b>	<b>Absent</b>
<b>Training Officer</b>	<b>Kathleen Vanderwood</b>	<b>Present</b>
<b>Asst. Training Officer</b>	<b>Jim Bryant</b>	<b>Present</b>
<b>Membership Officer</b>	<b>Byron Buie</b>	<b>Present</b>
<b>MAREP Officer</b>	<b>Victor Weizmann</b>	<b>Absent</b>
<b>Editor Fairlead/Webmaster</b>	<b>Paul Vanderwood</b>	<b>Present</b>
<b>Port Captain</b>	<b>Bob Juulsen</b>	<b>Absent</b>
<b>Communications Officer</b>	<b>Denis Whyte</b>	<b>Present</b>
<b>Training Aids/Supplies</b>	<b>Bill Hawryluk</b>	<b>Present</b>
<b>Cruise Master</b>	<b>Alan Rudolf</b>	<b>Present</b>
<b>Regalia Officer</b>	<b>Alan Eldred</b>	<b>Absent</b>
<b>Asst. Cruise Master</b>	<b>Rose Easthom</b>	<b>Absent</b>
<b>Programs Officer</b>	<b>Ellis Knowlton</b>	<b>Present</b>
<b>Historian/Past Commander</b>	<b>Fred Des Rochers</b>	<b>Present</b>
<b>Past Commander</b>	<b>Ross McCutcheon</b>	<b>Absent</b>

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Meeting called to Order by

Bob Everson **at 1932**

Omissions and errors not pursuant to discussion with unanimous agreement.

**Motion:** To accept the May 2007 Bridge meeting minutes

**Proposed:** Fred

**Seconded:** Ellis

**Carried:** All in favour.

**Business arising from previous minutes:**

New venues will come under New Business.

## **OFFICERS REPORTS:**

**Commander -**        **Bob Everson**



## **FRASER SQUADRON**

### **Commander's Report**

Fellow Bridge Members;

After a summer that I have tried to prolong as much as possible it's time to get back to what we do – teach safe boating and increase camaraderie with our members. Despite this summer being one of the poorer summers in recent years, I hope everybody managed to get their share of enjoyment out of it.

On September 10, 2007 I attended the PMD bridge meeting at Willingdon church. There was plenty of discussion at this bridge meeting, which as per my custom I have summarized below.

### **Misc**

- PMD has managed to misplace some invoices for VHF materials they have received. DTO Nancy Gibson has asked that all squadrons submit a list of material for VHF course material received this spring.
- The International COSPAS-SARSAT program will end satellite processing of distress signals from 121.5 and 243 MHz beacons on February 1, 2009. After this date people wishing to use EPIRB services will have to switch to 406 MHz in order to be detected by satellites. (The USA has already disallowed the 121 MHz units)
- It was mentioned that squadrons should check their membership database against the national version as there seems to be a lot of old and inaccurate information.
- On the preceding note I would like to add that myself, and apparently entire Fraser bridge, did not have access to the new online web. I called the national office and I was informed that national had not received our updated bridge listing. I know for a fact that the new bridge information was forwarded at least twice (once by me, the last time I was told we hadn't updated our bridge information).
- Continuing on the national website, currently there are several items that are not working 100%. In addition, access will be limited to a need to know basis. For instance only the Membership officer will have access to membership information.
- Dave Peebles would like a list of squadron graduation and AGM dates ASAP.

### **Training**

- There was a lot of discussion regarding the changes to the changes to the Boating course pricing. Many members wanted to see a "family" price with fairly significant reductions

(in the neighborhood of \$150) for those who qualify for family pricing. Of course with membership being included in the new fee structure there was room for a lot of . . . discussion.

- A motion was made and carried that PMD set the Boating Course fee for the 2007/2008 training year at \$275 for a single registrant and \$425.00 for a couple.
- The new Boating course notes now include colour images and most squadrons should have these new notes.
- DTO Nancy Gibson requests that she receive all information (CPS-20s) for all courses no later than Sept 30!!
- There will be a joint training/supply meeting Wednesday Oct 3<sup>rd</sup> at 1930 (at Willingdon church). Notice was circulated by email to all STO's. It is strongly recommended that the STO or other squadron representative attend this meeting.
- ADTO Thomas needs to order exams and would like a list of all Advanced & Elective Course Examinations each Squadron requires for courses beginning in October.
- DSO, Don Griffin, will be giving a demonstration of the new online web based system as it affects STOs and SSOs at the October 3<sup>rd</sup> training meeting.

## **Environment**

- Pat Brandlymyr would like to have a meeting with all squadron Environment officers at her home on Saturday, September 29 at 1:30. The intention is meet and greet for the new officers and to share information.  
Pat's address: 4150 Irmin Street, Burnaby (604-433-8100).

## **MAREP**

- CHS is looking for input re: **3313 Gulf Islands Cruising Atlas** which CHS plans to produce as a new edition for the 2009 Boat Show.
- Several new west coast surveys are planned.
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Respectively submitted,  
Cdr. Bob Everson  
Fraser Squadron

**Discussion:** Attention to last years supplies . Bill H. reports a number of VHF manuals dating back to March . Bob replied that National is only interested in April and May. Some confusion exists re updating our Membership list. It has twice been submitted to National; Paying dues has caused some concern (Bob) ; Other squadrons are also have problems.

New version colour image Boating course notes are available. If we send in a cover page we will receive a refund according to information received by Bill from Don Griffin.

## **Training Officer - Kathleen Vanderwood**

No report

**Executive Officer – Cleve** – No report

**Membership Officer - Byron**

Discussion included outstanding membership dues. Reminder from National;  
Suggestion that email addresses be attached to the minutes.

**Supplies and Training Aids – Bill Hawryluk**

Supply Officers Report.

All Supply Invoices will be paid directly to Nancy Gibson (District Treasurer) by the Squadron Treasurer. New coloured Students Notes will be available for the Spring Classes.

Bill Hawryluk.

**Assistant Training Officer - Jim Bryant**

No report

**Communication – Denis Whyte**

No report

**Webmaster/Fairlead – Paul Vanderwood**

No report

**Treasurer – Rick Easthom – absent**

**Secretary – Marilyn Mitchell**

Reported that the recorder passed on is non functioning; Purchased a new one at London Drugs; Unsatisfactory performance due to shorter tape. Will return it and get another one.

**Cruise Master – Alan**

- Monies to Rick was discussed. It is felt that we should have one signing officer who will transfer money to Rick. Monies for reimbursement should be invoiced directly to Rick by email.

**Historian – Fred**

No report

## **Programs - Ellis Knowlton**

### REPORT OF THE PROGRAMMES OFFICER.

#### SPRING GRADUATION PARTY

The Spring Graduation Party was held at the Airport Yacht Club on the 30th May, 2007.

A 14 Graduates of a total of 37, attended. This proportion, 37% is about usual. The graduates were presented with their certificates by Ms. Eleanor Matsumoto of the PMD and Bob Everson, Commander of the Fraser Squadron.

The Speaker was Ms Ursula Easterbrook who presented a fascinating series of pictures of the Great Bear Rain Forest, taken during two sail-boat cruises. Ms Easterbrook also took pictures of the Graduation ceremony.

The event was managed by the new Admin. Officer, Jan Muller. The Receptionist was June Eldred and the Speaker Sponsor, Ellis Knowlton.

#### FINANCIAL

##### REVENUE

21 members @ \$5.00 each	\$105.00
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Profit from 50/50	<u>55.00</u>
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Total Revenue	<u>\$ 160.00</u>
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##### EXPENSES (EXCLUDING FOOD)

Hire of room	\$ 75.00
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Bar tab for guests	<u>18.00</u>
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Total expenses	<u>\$ 93.00</u>
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Returned to Treasurer	<u>\$ 67.00</u>
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Respectfully submitted Ellis Knowlton

**Motion** to adopt the officer's report as read.

<b>Proposed</b>	By Fred Des Rochers
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<b>Seconded</b>	By Ellis Knowlton
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<b>Carried</b>	All in favour
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**Barbeque** - Cleve will be speaking with Grant and receiving confirmation of our selected date of October 20<sup>th</sup>. Keys for the facility are in the cash box. Cleve will be purchasing all food required . Ellis referred to 'reminder for events' list. See attached.

## REMINDER FOR EVENTS

EVENT	DATE & TIME	LOCATION
<b>Anchors Aweigh Barbeque</b>	<b>October 20, 1700</b>	<b>Richmond Yacht Club</b>
<b>TYPE OF EVENT</b>	<b>ASSIGNED TO: -</b>	<b>REMARKS</b>
<b>REQUIREMENTS</b>		
<b>EVENT MANAGER (normally Admin)</b>	<u>Cleve</u>	
<b>EVENT RESOURCES (normally Prog)</b>	<u>Cleve</u>	
<b>CATERER /HEAD COOK</b>	<u>Cleve</u>	
<b>ASST.COOKS, COFFEE MAKER</b>	<u>Bill, Keith Barnes</u>	
<b>HOST normally Commander or Admin</b>	<u>Bob Everson</u>	
<b>COMMANDER</b>	<u>N/A</u>	
<b>EXECUTIVE OFFICER</b>	<u>N/A</u>	
<b>PMD REP (flags always needed)</b>	<u>N/A</u>	
<b>SECRETARY</b>	<u>N/A</u>	
<b>SQUADRON TRAINING OFFICER</b>	<u>N/A</u>	
<b>MEMBERSHIP OFFICER</b>		
<b>TREASURER</b>	<u>Rick – Must get cheque</u>	
<b>SERGEANT AT ARMS</b>	<u>Fred</u>	
<b>RECEPTIONIST (plus book exc. Xmas)</b>		
<b>CASH BOX &amp; FLOAT</b>	<u>Fred</u>	
<b>50/50 TEAM9 plus tickets &amp; bucket)</b>	<u>Fred</u>	<u>Will assign people</u>
<b>REGALIA OFFICER (plus flags)</b>	<u>N/A</u>	
<b>SPEAKER</b>		
<b>SPEAKER SPONSOR</b>		
<b>SPEAKER'S AIDS</b>		
<b>WORKING PARTY</b>	<u>Cleve</u>	<u>Will arrange volunteers</u>
<b>AUTIONEERS BRIAN &amp; LINDSAY</b>		
<b>AUCTION ASSISTANTS 2</b>		
<b>PHOTOGRAPHER</b>	<u>Fred</u>	
<b>REPORTER</b>	<u>Fred</u>	
<b>EVENT AIDS. (plates, cups napkins )</b>	<u>Cleve</u>	
<b>REGALIA OFFICER (flags for grads)</b>		
<b>FAIRLEAD EDITOR (publicity/reports)</b>	<u>Paul</u>	<u>Publicity and Map</u>

### Calendar:

**.Discussion:** The introduction of the calendar prepared by Bob; He explained that items in red are dates that need to be established. Paul agreed that we should have the Fairlead out at least 2 weeks in advance of our social events, the next event being Anchors Aweigh scheduled for October 20<sup>th</sup>. at the Richmond Yacht Club. Bob and Paul agreed that somewhere between the 21<sup>st</sup>. and 28<sup>th</sup>. of September would be acceptable for the printing date of the Fairlead. Articles, like cruises etc. should be sent to Paul. Courses: Kathleen stated that there was no interest in Celestial Navigation, a few only for Advanced Piloting, VHF date is typically on Wednesdays and usually attracts the boating course students. It was agreed that November 7, 14 and 21 Wednesdays would be appropriate.

- . November 12<sup>th</sup>. is a stat holiday due to November 11 on Sunday.; Therefore we will move the Fraser Bridge to November 19<sup>th</sup>.
- . September 4<sup>th</sup>. changed to September 6<sup>th</sup>. for Boating class. Bob commented that the class will be finished the first week of December. Kathleen feels that will give them some practice time.
- . Bob - November Fairlead – Early in November, Bob suggests Dec. 2<sup>nd</sup>. Xmas party needs to be given adequate notice; also the Graduation.
- . March Fairlead needs to be out in time for 30 days notice for AGM. which is scheduled for April 14<sup>th</sup>. Fairlead moved up to March 7<sup>th</sup>.
- . May 3<sup>rd</sup>. approximately is a tentative date for the annual Auction as it is unknown when the Smiths will be returning and available.
- . Xmas Social – Jan will be confirming it with Delta Town and Country and emailing the information to the Bridge and Fairlead Editor for advertising.
- . National Convention – AGM Ottawa; Fred says that Fraser Squadron has always been present at National AGM.

Motion: **Fred moves that squadron budget for 2 people to attend National AGM to be held in Ottawa October 24-27; Friday Social, Saturday AGM and workshops.**  
**Seconded – Jim Bryant.**

### **Discussion:**

Fred emphasized that this is a great way of extending your commitment to CPS. The cost would include approximately \$500.00/person for airfare, hotel accommodations. National Convention Committee will have a rate in the Port Hole. Total cost predicted to be about \$2000.00  
**Motion carried. All in favour to have possibly 3 attend.**

## **NEW BUSINESS**

- 1) **Xmas Social** – Needs date in December. Bob will submit that date.
- 2) **Fairlead dates** - Paul – Fairlead needs to be distributed 2 weeks in advance of social events.
- 3) **Courses** – Fall – VHF scheduled for November 7, 14 and 21<sup>st</sup>. Wednesdays. Kathleen will check with instructors.
- 4) **Venue** for all social events will now be at the Richmond Yacht Club. Bill H has a key which will be put in the float cash box. Ellis is checking on Barbeques. There is a separate dance floor; lots of parking. Price is \$100.00 plus rent (possibly \$40.00). Boating classes are at no cost. Event costs will be coming out of general revenue; Ellis needs some form of cost control (eg. Cost of room, food;) Some form of budgeting is necessary. Bob's response is that we know what the room will cost (\$100.00); Food per head is approximately \$5.00/person; Assuming we have an attendance of 30 people, our costs will be \$150.00. If we can run an event and come within \$100.00 of breaking even we are O.K. Alan Rudolf felt that each individual involved is responsible to maintain their own budget. Treasurer is accountable for venue expenses. Rick needs to know the cost before the event. Paul felt that we need a standing budget for events; working capitol should be known and preplanned. Venue organizers Ellis and Jan should be aware of budget.
- 5) **Richmond Yacht Club** meets once a month on a Wednesday. We need to know their calendar events. Fred suggested that it be a project for Cleve, Executive Officer; He will review the RYC calendar with Grant and we will meld our events with their calendar. Additional events are acceptable to RYC.
- 6) **Letter to Airport Yacht Club;** Marilyn will prepare a letter of appreciation to the AYC for use of their facility, emphasizing no finality; we look forward to using this facility in the future for social and educational events.

**Discussion:** Ellis concerned about the price of food increasing, and how without cost control we can successfully plan the social programs. Bob stated that we shouldn't be concerned; that the monies come from our memberships. We need to know in advance what an event will cost us ; we can estimate a breakdown of room cost, approximately \$5/head for our general events like our graduations, barbeques etc; we can then approximate from past events, with the result of a fairly accurate estimate, being reminded that this is not a concern of profit. Plaque expense was noted at \$18.00 and \$30.00 depending on size. Fred noted that we have never had in past to pay any speaker, that the plaques are our way of showing appreciation. Based on past, we can usually expect 30-40 people attending events. Ellis can base his estimate on cost and in advance receive a cheque from the Treasurer. Fred confirmed that at the end of the fiscal year we



**(cont. new business)**

are going to be ahead regardless of the number of social events planned as it still is off set by the fact that we are not paying for the classes. The advantages in changing venue are many; the gate, the walkway, the parking. The legal contract was established with the Richmond Yacht Club with the payment of \$1.00 stating that we have the building free of charge, free of all liability for the use of the building, and this contract is in place until January '08, and at that time they will review , as well as us, the success of the contract. We will have a better idea following our first event. We are responsible for personal liability such as personal injury.

- 7) **Licensing boats less than 9.9meters in U.S. waters** – Any dinghy requires a license if it has a motor on it for boating in American waters. Subjected fines may be as high as \$150.00. Licenses may be obtained in Canada at #3 Road and Alderbridge. Need personal I.D. PST and GST included in purchase price of boat required. Ellis will put a notice of this in the Fairlead.
- 8) Cruise Master Alan has 2 chairs left over from Genoa Bay cruise. They have covers; possibly useful for gifts at Xmas or the Auction.
- 9) All events will be in each Fairlead 'Coming Events' . Colorful Art work could be useful.

**Motion to terminate the Meeting at 1930**

**Proposed**        Ellis Knowlton

**Seconded**     Bill Hawryluk

**Carried**        All in favour

**The next Bridge meeting will be October 15<sup>th</sup>.**

See Attached email list:

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None

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