

Fraser Squadron Meeting Minutes

Monday May 13th, 2013

Ladner Yacht Club – 1930-2100

Attendees:

Byron Buie, Donalda Buie, Rick Easthom; Cindy Arbeau, Kathleen Vanderwood, Bill Hawryluk; Bob Juulsen; Cleve Pryde; Dave Mellis; Bob Everson; Rose Easthom; Les Muller, Jan Muller; Peter Lefroy; Nan Lockie; Meredith Williamson, Vidas Vitkas

Regrets: Jack Tang, Paul Vanderwood, Colin Redwood

Chair: Byron Buie

Minutes: Cindy Arbeau

1) Call to order - called to order by Byron at 1930

2) Roll Call- Byron reviewed the changes and positions on the Bridge

- Byron welcomed all to the “new Bridge. Introduced new officers
- Byron thanked everyone for volunteering time to help promote safe boating

3) Previous Minutes-Minutes accepted by Dave Mellis and seconded by Rose Easthom

4) Business arising from previous minutes.- None

5) Questions arising from AGM – No questions

6) Officer Reports

a) Commanders report- (Byron)

- Byron attended PMD-guest speaker was CPS National Law Officer Chuck Beale. Discussed changes to the organization and how CPS fits into the new “Non For Profit Act” that comes into effect Oct 17, 2014. CPS must rewrite their bylaws to comply with the Act or legally CPS would no longer exist.
 - -Directors have to be elected and each CPS member will get a vote
 - -To become a member he or she has successfully completed a course
 - by the Board; or holds a valid PCOC certificate
 - There is one class of voting members who must be at least age 19.
 - They will deal with those under 19 in the regulations.
 - The Squadron & District structure will remain as they are at the moment,
 - there will be some changes to National

Commanders report continued:

- Under the NEW By-laws document-there is an interesting note about Dues (3.01) Members who shall be exempt from paying fees or dues are: a member who has been awarded his/her 20th Merit Mark or who is a Past Chief Commander and an individual who was designated as a Lady Associate as of Dec 31, 1981 and who held this status on the calendar day immediately before the date of these by-laws come into effect.
- the First Board of Directors will be elected in October 2014.
- There is a motion at PMD regarding an increase to the squadron assessment from the current fee of \$2.00/member to \$4.00/member. This will be discussed at PMD AGM May 25, 2013.
- Byron shared and handed around an application to get a free MMSI number to use with your VHF radio (if your VHF has DSC capabilities). It is free to get the number.

b) **Executive Officer – (Dave Mellis)** Nothing to report

c) **Treasurer - (Cleve Pryde)** Current balance **\$7484.86**

- The locker and post office box have been renewed
- Cleve has paid up our donation to CPS foundation which is \$1.00 per member. There was some discussion about Squadrons PMD fee.

ACTION:

- Byron to clarify the membership fee schedule at PMD
- Cleve to set up getting new signing authorities and signatures with the bank

d) **Membership- (Vidas Vikas)**

- 374 current members; 237 regular members, 90 associate members, 26 Lady Associate members, 20 Life members, 1 Junior member.
- 50 members have not renewed
- Approximately 80 members do not have email
- Vidas has been able to capture information as to who opens email etc and other electronic useage. Good information to know as best way to communicate with members ie. Electronic communication vs hard copy/Canada post.
- Vidas uses a distribution system from that collects data as to who utilizes the email
- CPS membership cards issues in obtaining seem to resolved

ACTION:

- Byron will draw up a template to be sent by email to those who have not renewed.
- Vidas will connect with Colin Redwood in regards to the mailing distribution list
- Dave and Vidas to review the system in place
- Those who do not have email, will either be contacted by phone or a hard copy letter sent.

e) **Secretary – (Cindy Arbeau)** Nothing to report

f) **Training Officer – (Kathleen Vanderwood)** Kathleen has submitted the following report:

Accomplishments:

- Regarding the Chinese program, Jack Tang has a new group of students studying their Part I/Boating Basics. The next exam for this group will be Tuesday, May 21 at the WestCan Yacht Club.
- The Richmond Boating class writes their final exam (Part II) on Tuesday, May 14. 5 students are expected to write. Update: all 5 passed.
- Our Grad event will be held on Friday, June 7, 7pm, at the Ladner Yacht club. Since the meeting, we have received confirmation of this location for this date. Kathleen will send out a reminder email to the students one week prior to the grad.
- Our instructor/proctor meeting to be held on Thursday, May 16 at the Vanderwoods. The intent of this meeting is to discuss the 'term' that we have just completed, and to plan our upcoming fall and winter programs. We will be sending out a summary of the meeting to all instructors and proctors.
- Reminder to everyone of the local knowledge seminar for Wed. May 15 (which has now taken place, very successfully) and the seminar on marine apps using the ipad, to be held on Wed. May 22 at the LYC, 7pm. A reminder email has been sent out and responses are coming in. Thank you very much to Vidas for his email broadcasts to squadron members.
- A seminar on cruising in Desolation Sound will take place at the Ladner Yacht Club on Wed. June 5, 7pm. Cost is \$10/person and \$10 per couple. Interested participants should notify Kathleen and Paul Vanderwood, if they would like to attend.

Respectfully submitted,

Kathleen Vanderwood

STO, Fraser

ACTION:

- Dave Mellis will host the Graduation a Byron not available;
- Byron to look into getting a speaker
- Rick will provide Byron a list of yacht club names to contact in regards to using the club
- Byron will connect with the yacht club in regards to club availability on Friday June 7th. (done)

- g) **Admin Officer –(Meredith Williamson)** Nothing to report
- h) **Communications – (Colin Redwood)** no report/not present
- i) **Cruise Master – (Peter Lefroy)** 3 cruises coming up; Ladysmith, Montague, Bowen
- j) **Regalia Officer – (Donalda Buie)** Nothing to report

ACTION:

- Donalda to order in stock ball caps (approx. 6 on hand) with CPS and Fraser Squadron emblems

- k) **Environmental Officer – (Les Muller)** Nothing formal to report
 - Has information submitted for the Fairlead regarding plastics

l) Multi-Cultural Officer – (Rick Easthom)

- Generally 6 chinese students enrolled every 2 weeks
- Jack teaching classes 2x/week (Tuesday and Thursday)
- Rick has requested some Squadron Ball Caps as the Chinese class is interested
- Jack is doing on the water training with IYT
- CPS has declined us to do a VHF course in mandarin, but IYT will teach students how to operate a VHF radio.
- Coming into boating season, difficult to manage the exams the courses are running so frequently – Jack cannot teach and invigilate the exams. A Commander, Past Commander or someone else on Bridge may be an option to be present at the time of the exam to ensure the exam process is adhered to.
- Kathleen will ensure all documentation is entered into the system

ACTION:

- Rick will find out who can invigilate the chinese and sign off the exams

m) Supplies & Training Aids – (Bill Hawryluk)

- 35 boating basics books ordered for September

- n) **Port Captain – (Bob Juulsen)** Nothing to report

o) Webmaster/WBAS – (Bob Everson)

- 4000 attempts/month to hack our website; previously usually around 200/month

ACTION:

- Need to get all Bridge members pictures on site-all Bridge members should see if your picture is on the website and send a picture to Bob.(Cindy, Colin, Donalda)

p) Public Relations – (Jan Muller) Nothing to report

q) Fairlead Editor (Rick Easthom)

- What do we want for content in the Fairlead (June, Sept, December, March)
- Discussion around general content for each
- Rose Easthom will be the Assistant Fairlead Editor

ACTION:

- Rick will send out a template of themes for each Fairlead edition to Bridge for input into the edition

7) New Business

a) Lottery Grant (Byron)

- Want to put forth a proposal for a Grant-\$20,000

ACTION: Cleve, Dave, Cindy, Byron to put together a proposal

b) Meeting at Paul & Kathleen's to plan **fall training schedule-May 16th, 2013 at 1930**

c) Annual CPS Conference in Toronto and submitting Chinese Manual , Fraser Squadron website & Proctors Assistant for recognition/awards.

d) The CPS flag- (Byron) – received the CPS 75 yr flag – should be displayed for different events.

ACTION:

- Dave Mellis to check with his contact to make a flag stand

e) Volunteer awards: Various awards through CPS; should we do something with this?

ACTION:

- Byron to review the awards and send out a communication to all members to see if anyone interested in doing up a nomination

f) Bridge positions: Byron to talk to Fred Des Rochers about becoming a member of the bridge (Historian, Program, MAREP, Trustee) and see what he is interested in. As well, Rose Easthom would like to continue in some capacity on the Bridge and will decide given what Fred might be interested in.

g) Social events:

- Dave interested in kicking off the boating season with a **pub nite** (everyone in favour)-Dave organizing
- **Wine tasting** – for September – Meredith organizing
- **Christmas party booked for Sundance on November 30th, 2013 with the same DJ.**

NEXT meeting:

June 18th , 2013 @ 1930

Need to determine meeting dates:

- September
- October
- November
- December
- January
- February
- March
- April
- May
- June

Meeting adjourned at 2105

Fraser Squadron meetings Attendees list

Meeting: BRIDGE Meeting

Meeting Date: May 13, 2013

Name	Position	Email contact	Attended ()
Byron Buie	Commander	buie@shaw.ca or byron@kantoav.com	
Rick Easthom	Past Commander / Multi-Cultural Liason Officer / Fairlead Editor	ricke@telus.net	
Dave Mellis	Executive Officer	dave.mellis@edspumps.com	
Vidas Vitkas	Membership	vidas@krivas.ca	
Cleve Pryde	Treasurer	cleve_pryde@telus.net	
Cindy Arbeau	Secretary	jcarbeau@telus.net	
Bob Juulsen	Port Captain	bjjuulsen@hotmail.com	
Kathleen Vanderwood	Training Officer	goldenmeansailors@telus.net	
Paul Vanderwood	Training Officer	kpvanterwood@telus.net	
Nan Lockie	Assistant Training Officer	nlockie@telus.net	
Colin Redwood	Communications	c.redwood@telus.net	
Peter Lefroy	Cruise Master	plefroy@telus.net	
Donalda Buie	Regalia Officer	dgbuie@shaw.ca	
Les Muller	Environmental Officer	ljmuller43@gmail.com lesjanmuller@yahoo.com	
Meredith Williamson	Administration Officer	meredith@terrahousing.com	
Bill Hawryluk	Supplies & Training Aides	blhawryluk@shaw.ca	
Bob Everson	Webmaster/WBAS	bobeverson@telus.net bobeverson@wildhare.ca	
Jan Muller	Public Relations	ljmuller43@gmail.com lesjanmuller@yahoo.com	
Rose Easthom	TBA	reasthom@telus.net	
Jack Tang	Multicultural Officer	wbyboating@live.ca	