

Draft Minutes

Naval Reserve Association of Canada/ Association de la Réserve navale du Canada

Board of Directors Meeting

Monday December 11, 2023

1900-2100 EST by Zoom

Call to order **19:00**

- Regrets - Graham Scott
 - Present: Graham Scott; Daniel Haché, Marta Mulkins (acting secretary); Ross Connell, Ray Zuliani, Roger Elmes, Nick Slonosky, Bob Blakely, Iain Munro, Craig Walkington, Bill Clearihue, Francois Laplante.
 - Regrets: Cheryl Bush; Nancy Bunting; Rod Laco; Ian Holloway; Mark Nicolle
- Approval of the Agenda
 - Moved/seconded CW/IM

Approval of previous minutes **19:02**

Minutes of the Meeting of Monday October 23rd, 2023

- It was noted minutes had not been distributed ahead of the meeting and would be shared secretarially

Consent Agenda (Graham Scott) **19:03**

- Moved /seconded BC/RZ
- Report of the Governance and Nominations Committee
 - Currently two vacant positions on Board; plan to solicit input from Board members ahead of AGM, seek improved NCM/NCO and regional (Québec; Maritimes) representation.
- Archives Report
 - Encourage all to visit page; statistics are excellent

Report From the President -Graham Scott 19:04

- NRAC relationship to NAC discussion concerning possible overlap of roles
 - Suggest the Transition Committee clarify NRAC position on advocacy
 - No conflict with NRAC wrt fundraising as NRAC does not pursue charity; could in fact collaborate with NAC on initiatives, events as UNTDA did historically etc
 - Could specifically communicate (Webpage etc) the complementary/non-competing roles, including directly to NRAC members
 - GS to engage NAC president Belliveau
- UNTD Trophy Presentation - legacy award
 - Consider posting on webpage and small 'keeper' trophy for winner **Action – DH to consult with NRHQ**
 - Consider introducing new NRAC awards in future

Financial update –Ross Connell 19:14

Update on financial position

- New expense for Communications Cmtee's rack cards
- Year over year comparison of revenue from of membership dues difficult to assess due to change from reminders in February to reminders in November and multi-year payments;
- No indication of uptick in paid membership

Progress Reports on NRAC/ARNC Priorités : 19:17

Membership and Recruitment - FL

- First meeting conducted; cards distributed to NRDs (some have confirmed receipt),
- Suggest more direct effort to reach out to NRD alumni by seeking local liaison (suggest an officer and NCM rep per region), have started in Québec
- Vision for recruitment

- Membership still in decline; will conduct market scan of membership (tailored software) – to be completed mid-Jan 2024
- Report to track trends
- Units to be requested to share information with retiring members;
- Questions about how NRAC will track conversion of alumni list members to paid memberships
- Propose ‘Welcome’ letter from NRAC to each new member

Restructuring the Management Structure - GS

➤ **Resolution on Application for Charitable Status**

- Must confirm NRAC meets four part test for charitable status; on track to be completed by end Dec 2023, including change of name and articles; expect to be registered soon
- Discussion about post-registration reporting obligations, need to report publicly and to anticipate cyclical CRA audit, acknowledgement of administrative burden associated with charitable status.
- **Action – discussion to finalise decision to be brought forward at next BoD meeting**
- **Action – All directors to update home street addresses with BB**

Initiatives of Ad Hoc Committee to develop Inventory of Existing Relationships - DH

- Reminder for all directors to respond to survey email to report on network / relationships – deadline 22 Dec 2023, to create national compendium of NR information
- Seeking skilled support to convert databases
- **Action – all directors to respond to DH**

Committee Reports:

Executive Committee – GS 19:47

- Approved proposed Terms of Reference, Director survey re intentions to remain and preferred positions;
- Now have three known vacancies
- Seeking QC, BC and Atlantic candidates
- Next meeting for mid-January 2024

Transition committee report – RZ 19:50

- Badge competition underway; all submissions due 31 December 2023. Badge committee to propose preferred option by mid-January
- Policy on advocacy statement to follow **Action MM to complete**

Naval Reserve Liaison Committee Report – DH 20:30

- DH and J Bennett had previously briefed NR leadership team in late summer; SSO Outreach Paul Pendergast was assigned to support
- Have requested mention in NR exit interviews; discussed NRAC ‘rack card’ distribution
- Planning ahead for CSVC or other UNTD legacy projects
- Researching final home for artefact collection, such as Canadian War Museum; Musée naval de Québec, local NRD museums? TBD
- Kim Kubeck looking at options for partnerships/hand-over giving first dibs to the Naval Reserve - this will be discussed with our new liaison officer, SSO Outreach, LCdr Pendergast.
- Explore possible partnerships with universities (UVic might be working on a related UNTD project)

Communications and Website Committee Reports – RC 20:35

- Time to update material now that Centennial year is complete, with new theme ‘Connecting Citizen Sailors’
- Next meeting end Jan 2024
- Seeking post Centennial, awards (Cmdre’s Cup), GRI Alumni membership etc stories for Connexions

Events Committee Report -RE 20:45

- To reconvene Jan 2024, with view to propose events geared to enticing new members
- **Veterans Affairs – Report of the Ad Hoc group on developing relationships with VAC 20:50**
 - NSTR – have not been able to meet
- **Establishing a date for the Annual General meeting in March/April '24. 20:55**
 - **Propose 1900-2100 Monday 15 April 2024**
 - Moved/seconded DH/IM
- **Next Meeting: Proposed Monday, March 11 @ 19:00 EST 19:54**
- **Other business.**
 - CPO1 (Retd) Todd Kelly to join G&N Cmtte in new year
 - Propose NRAC propose to lay wreaths at local BoA events in 2024

Action – NS to explore
- **Adjournment. 20:00**