

## Transition Committee Report

Date of Meeting Aug 15,2023

Net Meeting October 17,2023

### Terms of Reference (Proposed)

#### Action

Be it resolved the Board of Directors endorse the proposed terms of Reference for the Transition Committee.

The Transition Committee has been stood up to provide the Board of Directors with a prioritized list of elements of the Association that require attention to effectively engage potential members. The initial target group will be retired reservists. This will include the recommended course of action, whether the item should be addressed by the Transition Committee or assigned elsewhere. This committee will dissolve at the completion of its mandate at the discretion of the Board of directors.

#### Action

Be it resolved that the Board of Directors embark on the process of obtaining a new badge to represent our Association and offer the following as a proposed way ahead.

The committee has identified the creation of a badge to be the highest priority and offer the following for Board Approval.

Notice to all members.

“The Board of Directors of NRAC has agreed that the UNTD badge is no longer suitable for the recommissioned Association and is embarking on a process to find a new badge. Among the Associations members are several with extensive artistic and graphic arts experience we would like to draw on for the development of a suitable badge for the newly established NRAC. This is an invitation to those members to step forward and identify themselves to volunteer to create a design for presentation to a committee of the Association. This invitation avoids the implementation of any criteria for the badge counting on the individual artist to justify their design on the basis of their understanding of the Mission of NRAC and its place in the naval community. Please respond with an expression of interest by October 15 2023.

Recommend to the Board of Directors that the Transition committee will present it with a recommendation of no more than three designs.

The Transition committee will act as the filter to accept submissions review and then send recommendations to the Board.

As the communications committee will have significant role to play a couple of Communication Committee members will be invited to join the Transition committee to review submissions.

#### Action

Be it resolved that the Board of Directors assign the production of a brochure to the Communications Committee to be completed in short order.

The topic of a brochure was discussed at length and there was general agreement that such a brochure was indeed a good idea and should be centred around explaining what the association is about. Much of that info is presently available on the web site and in the contents of the draft brochure. The development and distribution of the brochure was rightly in the wheelhouse of the Communications Committee and it is recommended that this issue be addressed by that committee.

#### Action

Be it resolved that the Board of Directors evaluate the need addressing the administrative need of our growing Association and offer the following as a proposed course of action

The issue of data management and compliance with privacy legislation as well as the growing administrative load was fully discussed. Ross as the current holder of these responsibilities volunteered to compile a list of administrative tasks that would be required.

The committee was generally in favour of taking a measured approach to addressing the administrative concerns. It was suggested that we look internally first to see if there are any members that have the skill set and willingness to step forward to share the load of the administrative burden(which will grow as the Association expands) Other options to investigate are to look at having an outside agency contracted to do the work or funding a part or full time executive director.

The Transition Committee has identified other transitional issues and seeks Board direction and guidance on the following.

While we recognize some of this work has been started we include in the report so that it can be part of the record.

For consideration and action by the Membership Committee.

- A review of membership categories and dues structure.
- Maintain the membership data base and investigate possible data management options.
- The development of a 2 to 5 year recruiting plan to guide the provision of resource for the Association.

For Consideration and action by the Communication Committee

- Review of the website with input on direction from the BOD.
- Establish communication with other Reserve Organizations.
- The renaming of Gunroom Shots.

For the BOD direction.

For consideration of new NRAC initiatives.

- Direct Connectivity with NR and RCN on social and communications events.
- Joint project with naval museums to increase awareness of the Naval Reserve.
- Identify members in support of an advocacy initiative and potential symposia.
- Work with VAC to pump up benefits in support of Reservists.