



## Annual General Meeting Minutes

September 19, 2020                      581 Royal Canadian Air Cadet Squadron Sponsoring Committee

Location: Virtual Zoom Conference

Time: 2:00 pm

1. General
  - 1.1. Welcome and opening remarks provided by President Kirk Ismay.
  - 1.2. Call for new agenda items.
    - 1.2.1. No items presented.
    - 1.2.2. Approval of agenda by Shelley Hastie and Matthew Mussio.
    - 1.2.3. Approval of previous AGM meeting minutes by Shelley Hastie and Matthew Mussio.
2. Commanding Officer's Update: Gerry Rempel
  - 2.1. Gerry Rempel's retirement age for commanding officer has been extended 1 more year.
  - 2.2. Recently attended a CO's meeting for approach & precautions for COVID operations.
  - 2.3. Cadet year is expected to be virtual till at least October 1, followed by a blended approach.
  - 2.4. Hall will need to be setup with COVID safety measures
    - 2.4.1. Occupancy limits for each room.
    - 2.4.2. Masks to be worn by cadets and staff.
    - 2.4.3. Hand sanitizer and other hand washing precautions.
    - 2.4.4. Traffic lanes to be marked.
  - 2.5. Staffing Levels
    - 2.5.1. Virginia Brown to resign this year due to medical concerns.
    - 2.5.2. Trail Sea Cadet Office expected to transfer to Castlegar Air Cadets.
    - 2.5.3. One Officer applicant is in the pipe line.
    - 2.5.4. Katrina Smith has requested an additional year for leave of absence.
    - 2.5.5. OCdt David Blancher has been assigned as Safety Officer
  - 2.6. Department of Nation Defense has purchased Zoom licenses for cadet use.
3. Business arising from previous minutes
  - 3.1. Squadron Sponsoring Committee Members will develop COVID-19 Safety Plan
4. Reports
  - 4.1. Finance
    - 4.1.1. ACC9 report for August has been completed and sent in.
    - 4.1.2. Year end report is being completed and will be sent for signatures by Kirk Ismay and Gerry Rempel.
  - 4.2. SCC Membership – Nothing new to report.
  - 4.3. Screening Update – Nothing new to report.
5. New Business
  - 5.1. Presentation of budget:
    - 5.1.1. Reviewed by sitting members.
    - 5.1.2. Expectation of reduce fundraising opportunities for the 2020/2021 Cadet year.
    - 5.1.3. Budget approved by Matthew Mussio and Shelley Hastie.





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- 5.2. Current sponsoring committee dissolved.
- 5.3. New executive membership nominees:
  - 5.3.1. Kirk Ismay
  - 5.3.2. Shelley Hastie
  - 5.3.3. Matthew Mussio
  - 5.3.4. Jenny Basom
- 5.4. Vote of new executive membership by acclamation.
- 5.5. Kirk Ismay thanked previous executive for their service.
6. Date of next meeting: TBD
7. Adjourned: 2:53 pm.



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