

Canadian Power and Sail Squadrons
VANCOUVER ISLAND SOUTH DISTRICT

MINUTES OF THE DISTRICT BRIDGE MEETING
Sunday May 12, 2002
Waddling Dog Inn, Saanichton B.C.

Members present:

D/C Peter Jennings
D/Lt/C Don Lassey
D/Lt C Marg Griffin
D/Lt/C Bev Gerry
D/Lt Linda Larsson
D/Lt Lloyd Guenther

D/Lt Myra Simpson
D/Lt Len Fallan
D/Lt Pat Moar
D/Lt Peter Browning
D/Lt Lyle Sauter
P/D/Lt/C Shirley Hamilton

D/Lt George Winn
D/Lt Ken Weller
S/Lt Lesley Head
S/Lt Darroll Westover

1. **The meeting was called to order by D/C Peter Jennings at 1003**
2. **D/C Peter Jennings welcomed the new bridge members.**
3. Officers present were asked to give an indication of their budget requirements for the coming year and to discuss any areas of concern.

Treasurer - D/Lt Lloyd Guenther

Lloyd reported that he has received all the treasurers' files from Ed and will begin preparing the District budget for approval at the September 2002 DCM, based on last years figures. Officers were asked to send their budgets to their respective reporting officers as soon as possible. D/C, Executive Office, Training Officer and Administrative Officer will compile budgets for their respective departments based on the figures received. Lloyd also asked for ideas on how District might help Squadrons financially when possible.

Secretary - D/Lt Linda Larsson

On the advice of the previous Treasurer and Secretary, Linda recommended that the Secretary's budget be doubled to take account of increased mailing costs.

Executive Officer - D/Lt/C Don Lassey

Don indicated that his budget figures should be about the same as the previous year.

Administration Officer - D/Lt/C Bev Gerry

Bev suggested that the Admin budget be increased to cover the cost of photocopying when the policy manuals are updated. We should not rely on members being able to do in house copying at their place of business.

PRO & Membership - D/Lt Lyle Sauter

Lyle indicated that his budget may have to increase to cover the Boat Show booth and printing of brochures.

Shirley Hamilton raised the idea of preparing a public awareness campaign during Safe Boating Week after seeing a display posted in Thriftys. Lyle will look in to this for next year.

Marep – Hydrographic - D/Lt Peter Browning

Peter indicated that he only requires a nominal budget of less than \$50.

Environment - D/Lt George Winn

George requested an increase in his budget to cover a donation to the Georgia Strait Alliance to help off-set the printing cost of their new and updated brochures. He asked for the donation to be made as soon as possible.

Motion: That VISD make a donation of \$200 to the Georgia Strait Alliance.

Moved by: Don Lassey

Seconded by: Bev Gerry

CARRIED

George indicated that he will be contacting all Squadrons for the name of their Environmental Officer.

Port Captain - D/Lt Myra Simpson

Myra stated that her budget could be carried over from that year.

Safe Boating Award Co-ordinator - S/Lt Sara Steil

Bev passed on the message that Sara would like a representative from the District Bridge to attend a Safe Boating weekend on Pender Island. D/C Peter asked for a volunteer.

Training Officer - D/Lt/C Marg Griffin

Marg requested an increase in the training budget to allow for ADTO Barrie Gilberston to attend the Fall Training Meeting in Toronto, and also to purchase up to date copies of course material when required. Marg expressed concern that the way course material is recorded under her budget can be confusing. Lloyd suggested that all course material be recorded as Inventory to alleviate this problem. There was general agreement on this idea.

The Westover Memorial Trophy is in a poor state of repair. Marg discussed ideas for restoration. Len has a friend who is experienced in this work and will take the trophy to obtain advice and an estimate.

ADTO - D/Lt Myra Simpson

Myra has asked Ray Berry and Lesley Head to prepare some additional questions for the CFAX radio broadcast

District Youth Training Officer - D/Lt Len Fallan

Len's budget should remain the same, with a possible slight increase for returning exams by registered mail. There are still some problems with stockpiling BoatPro texts but Len will continue with his own system of supplying the schools. He is also looking for an assistant DYTO and asked if anyone knew of a willing candidate.

Boat Pro Officer - S/Lt Lesley Head

Lesley questioned the number of requests for BoatPro received via the answering service which was reported at the District AGM as she had not received any referrals from Barrie. She needs to know how students are referred to her so she can distinguish between CPS applicants and her own business clients. If enquiries are received via CPS she encourages the person to take the Boating Course.

A discussion took place over the "Pay if you Pass" approach to PCOC courses.

Lloyd requested that the both the BoatPro Officer and VHF Officer provide him with an inventory of their stockpile. Lesley will clear out her present stock of 30 books which have already been paid for. New material will be recorded as inventory.

Supply Officer - D/Lt Pat Moar

Pat will contact John Munton to arrange transfer of materials. She suggested an increase to her budget to cover shipping costs to the Island Squadrons. Old stock is to be returned (first page and cover only) to HQ so we will start fresh in September with up to date material.

Lloyd requested that all officers forward a copy of purchase orders to him for any items they order directly from HQ. On receipt of materials, a copy of the packing slip should also be forwarded to Lloyd so that clear records can be maintained.

Electronic Communication Officer - D/Lt Linda Larsson

Linda requested a small increase in budget to allow for the purchase of an additional mail group for the training department.

Roster Editor - P/D/Lt/C Shirley Hamilton

Shirley expects the Roster budget to remain similar to last year. She is at the proof-ready stage with 2002 Roster and will attempt to obtain up to date information and graphics for the inside back cover where the Grade insignia are displayed. The current graphics do not indicate Piloting, CN and SN.

Advertising Coordinator - S/Lt George Silvestrini

In Georges absence, Diana McBratney indicated that only a nominal budget is necessary for this position as costs are mainly postage and long distance calls to Sooke Squadron. Diana will meet with George to transfer files.

Historian - P/D/Lt/C Shirley Hamilton

Shirley would like photos and information on Squadron Events. Nominal budget of \$50 required to maintain the scrap books.

Canadian Coast Guard Liaison - D/Lt Ken Weller

Ken reported that he didn't spend his budget last year.

4. New Business

D/Lt Peter Browning requested that a letter of appreciation be sent from District to Dave Prince at IOS for the loan of the Hydrographic display for the AGM. Peter will draft it for the secretary.

D/Lt/C Don Lassey announced that the Officer Training Course will take place on May 26th at the business place of Robin Thoms, with 13 students. Don is looking for presenters.

Don also reported on the progress of finding a new venue for the DCM and Bridge Meetings. Suitable locations were narrowed down to The Holiday Inn, Howard Johnston Inn and Sanscha Hall. The Holiday Inn was considered too expensive at \$325 per event. The Howard Johnston Inn was the cheapest at \$255, but not very satisfactory due to problems with noise and restrictions on brown-bag lunches. Sanscha Hall appeared the most suitable at \$276 per event. Total for 4 events was quoted at \$1181.28 which includes a discount for non-profit organizations. Contract would end with April 20, 2003 DCM

Motion: To accept the proposal from the Mary Winspear Community Cultural Centre at Sanscha Hall to use Rooms 3 and 5 for the 4 DCM's and Bridge Meetings.

Moved by: D/Lt/C Bev Gerry

Seconded by: D/Lt/C Marg Griffin

CARRIED

Don advised that the dates of all the Bridge Meetings and DCM's had been posted on the Web. Secretary will fax it to those who do not have email.

S/Lt Lesley Head asked is she was doing all that was required of her position with regards to promoting the BoatPro course. The D/C confirmed that she was.

D/Lt Lloyd Guenther recommended that a petty cash fund be set up so that small expense amounts can be paid without having to right a cheque.

Motion: To set up a petty cash float of \$100

Moved by: D/Lt/C Don Lassey

Seconded by: D/Lt Len Fallan

CARRIED

Lloyd also asked for guidance in drafting a letter, as requested by NTO V/C Duane Partee, outlining his ideas for improvement with marketing the Boating Course and the common public misconceptions over the course names "BoatPro" and "Basic Boating". It was suggested that the DTO and BoatPro Officer be copied on any correspondence with the NTO.

D/Lt/C Marg Griffin requested funding to repair the Westover Memorial Trophy.

Motion: To spend up to \$250 in repairing the Westover Memorial Trophy.

Moved by: D/Lt/C Marg Griffin

Seconded by: D/Lt Myra Simpson

CARRIED

D/Lt Lyle Sauter suggested using the CFAF trailer to promote courses as an alternative to the boat show booth.

D/Lt/C Bev Gerry has been investigating possibilities for VISD to contribute to a memorial for Pender Island squadron member Kay Spence. Dave Bromleigh, owner of Otter Bay Marina had suggested naming the point of land at the entrance to the marina "Pitts Point" in honour of Kay. A memorial plaque could be mounted on the flag standard at the end of the dock with an inscription from VISD.

Motion: To donate up to \$250 towards a memorial plaque in honour of Kay Spence.

Moved by: D/Lt/C Bev Gerry

Seconded by: D/Lt Myra Simpson

In favour: 5 Against: 6 Abstained: 3

DEFEATED

Further discussion took place on a Memorial donation

Motion: To make a donation of \$100 to the CPS Foundation in memory of Kay Spence.

Moved by: D/Lt Pat Moar

Seconded by: D/Lt Peter Browning

In Favour: 6 Against: 2 Abstained: 6

CARRIED

Bev continued with details for the VISD Gathering. Pender Island squadron will arrange the games but would prefer not to run them this year. Peter Jennings and Myra Simpson volunteered to assist with the games. More volunteers are needed. The registration program is ready for posting on the Web. Bev will email it to the webmaster.

Don proposed that there be NO WALK IN registrations or price reductions for people supplying their own meat this year. There was general agreement.

5. The meeting was adjourned at 1235 by D/C Peter Jennings

Next Bridge Meeting: Thursday September 19, 2002 at 1900

Recorded by

D/Lt Linda Larsson N
VISD Secretary
secretary@visd.org