

**Navy League of Canada
Nanaimo Branch
Navy League Training Centre, Nanaimo, BC
January 30, 2025, at 6:30 pm**

Total Attendees: 16

Branch Executive: 5

Guests: 11

- All members, executives, guests, and corps signed in and the nominal roll will be kept on file with all other documents submitted.
- The meeting was called at 6: 36pm followed by land acknowledgment with Scot Rounding, President, in the chair

Next meeting: Date TBD

Additions to the Agenda as outlined:

- Alicia – Investing savings
- Darlene - Announcement
- Melissa – Canteen
- Darrell – Society social event

M/S/C to adopt the agenda: (Alicia & Darlene)

Previous month's agenda available online; December minutes will be posted when available

M/S/C to adopt minutes: n/a

Next Meeting dates – can be found on website

CORRESPONDENCE

Outbound - Western Canada Marine Response Corporation were in Nanaimo for seamanship weekend and recommended we reach out for support (we did).

Inbound - Friends of HCMS Nanaimo sent invitations to tour the vessel docked in Nanaimo on January 25 to 26

REPORTS OF PRESIDENT, TREASURER, CORPS & SUBCORPS:

Branch President Scot Rounding presents his report as follows:

- Acknowledging our organization and its growth
- Four new members undergoing the screening process in new roles including sponsorships, grant writing, social media and networking. Excited in the direction we're going and growing.

Interim Treasurer Alicia Clemence presents their report as follows:

Operating account: \$23,027.26

Savings account: \$52,003.27

Gaming account: \$8930.24

New Branch bank account for gaming – currently at \$0.00.

- Oceanside Rotary and Branch 256, 257 Legions recently gave donations.
- One outstanding bill to pay in the amount of \$5000.
- New business – Discussion around the idea of investing funds in our savings account to earn more monthly interest (current interest is \$42/month). Alicia will explore what's involved in opening a GIC at Coastal Community Credit Union and will report back. Suggestions around the table to consider:
 - Investing smaller amounts for different maturity dates
 - GICs are approved for an investment (following bylaws)
 - Need to make sure money is accessible in case of any emergencies
 - Look into a stepped high interest account.

Attendees agree that the Branch Executive will discuss further as a smaller group, and present options at the next meeting. No one is opposed to looking into this further.

Screening report by Dana Swarts

- Three people 95% screened
- Emails sent to more than 11 people in the last two months, and most have had at least one follow up email
- Parksville has two people to be screened, but names were not provided

Scot presented boat report for Tony

- The boat has been pulled out of the water and is nice and clean but needs some work.
- Tony has ideas for the spring.
- It has been valuable reconnecting with marina staff.

Grants report presented by Brendan

- In discussion with Costco about sponsorship
- Will be reaching out to clubs
- Meeting with Daybreak Rotary on March 12
- Vitaliy not present to give an update on grant applications
- First online donation came through the Stratly software. The Amphion community has been uploaded into Stratly, and it's ready to send out communications to get further support.

Society President, Darrell Dudley presents Society and Alumni Report

- There is a plan for budget separation between the Branch and Society starting July 1.
- Society is pursuing rental opportunities for revenue to directly support maintenance of the building.
 - Nanaimo Family Life Association is using the building for the Therapeutic Activation Program for Seniors (TAPS) for four hours, four days per week from March 1 – Aug 31, 2025. We will work out a new rate agreement after the first six months. Potential revenue could be \$24,000.
 - Chris recommends being cautious for profits when you're a not-for-profit organization.
 - Alumni will be hosting a wing night fundraiser at Branch 10 Legion on the same day as the February Bottle drive.

Awards and Recognition by Sandy Dudley

- Deadline is approaching for submissions

Navy League Vancouver Island Division (VID) Report presented by Darlene and Darrell

- Darlene is continuing to learn her new role as Vice President, Sea Cadets. There is an in-person VID meeting Feb 22, and a VP meeting on February 12. Darlene reports that the National Sea Cadet Advisory Panel has amazing ideas for programs.
- Darrell (Member at Large) met with VID executives to explore the idea of renting space in the Navy League Building for storage. Their current storage unit costs \$2700/year and the contract ends June 30, 2025. The Navy League building may be ideal as it's accessible to everyone in the division, and we have the space. This could also be revenue for the Society.

JP Bell Report presented by Cassandra McParlan

- Currently 60 active cadets
- Seamanship weekend Jan 25-26 welcomed 150 people to Nanaimo and formed some great connections and included a tour of the HMCS Nanaimo.
- 30 cadets have signed up for the Port Alberni sports weekend coming up. There will likely be 150 cadets participating.
- **KC Field** promotion
- Attrition of 4 cadets.
- Storage space has been rearranged to make room for VID storage.
- Cadets will be building work benches.

Sea Cadet Report presented by Don Irwin

- Currently 65 active cadets
- Adult staff – Dave Grant works for the region now but will volunteer for us. Two new staff coming into the program.
- Highlights so far include Ladysmith light up in November, band clinic, Christmas dinner.
- Upcoming events: junior leadership at HMCS Quadra; range cadets in marksmanship in Qualicum Beach; seamanship weekend at HMCS Quadra in a few weeks.
- During March break there will be work in coast guard deployments, and ensuring CTCs are fully staffed.
- Discussion around staffing **corps cadet** applications – need to have staff. Phase 2 and up this year for summer courses – Cadets should talk to David Grant. **Corps** cadet applications are ongoing. Staff applications are still accepted but will be marked as late.

New Business

- Branch budget is now separated from society, which had no budget last year. The goal is to have a proper budget ready for next year (July 1) from what we learned this year.
- JP Bell transport for Sports Day. This year a bigger bus is needed. Even with parents paying \$20/cadet an extra \$507 to cover the cost. This was partially in the budget but it needs to be topped up. M/S/C to cover the extra cost of a bigger bus (Darlene & Brendan)
- Don requests \$400 for name capes for training uniforms. M/S/C for up to \$500 for cloth name capes (Darlene & Darrell)
- Amphion challenge coins coin request, which can be purchased by cadets and can be traded with others at Quadra. Pricing is based on 50 for \$1162 with tax; 100 for \$1456 with tax; 200 for \$2083 Alicia – where does the \$ go with these sales. Discussion around where the sales get allocated, and the cost possibly coming out of marketing budget. M/S/C for 100 Amphion coins (Brendan & Alicia)
- Cassandra that JP Bell has a design ready for a coin and would like to proceed with an order. M/S/C for 100 JP Bell coins (Melissa & Alicia)
- Discussion canteen and concerns for nut allergies. One nut allergy in JP Bell but they do not purchase anything from the canteen. All users need to be mindful of peanut butter in the galley, and ensure proper cleaning is utilized. Don will check on allergies with the sea cadets. Further discussion if the canteen has been open recently. Scot to check in with Nievalor.
- Darlene announces that she does not want to be Branch President in the future, and we should get a new Vice President in place to learn for succession planning. If anyone is interested in this role for next year, please reach out to Scot. We are also still looking for Treasurer, as Alicia is interim only.
- Darrell and the Society would like to host a social event at the building for supporters and volunteers. April 16 was suggested, which is a cadet night, so visitors can see exactly what they have/will be supporting.
- Darrell will send an invitation for an informal social event on February 22 from 7:00 – 10:00 to plan Sail Risk, which is played on a 4x5 foot game board.
- Darlene mentions there is a meet and greet on the evening of February 4 from 7:30 – 9:00 at the Marriott for the RCSU leadership meeting. Ask Scot or Darlene if interested in going.

Fundraising Initiatives

- Feb 15, bottle drive planning is well underway. Darlene needs to ask if permission is granted for sea cadets to participate. Adrian will be providing food for volunteers. Nanaimo Northtown centre will be a second location to receive bottles, and there will be two whalers to fill with returnable bottles and cans. Another meeting to take place for final details.
- Taco night is being done elsewhere, so we don't want to infringe on fundraising for a different organization.
- Melissa applied for WestJet raffle tickets and we will know in a few weeks if our application is still under consideration. The prize is two airfare tickets for anywhere WestJet flies. It may be a good idea to reach out to other organizations to put packages together, including these tickets.
- We are organizing Mambo coupons mid-February launch. Coupons are \$30, and the Branch receives \$10 per coupon. It would be great to have this ready to sell at the bottle drive.
- Alicia mentions a pasta night fundraiser. Will check on when the facility is available.
- RV Club donated bingo equipment and this may be an excellent revenue opportunity. Maybe approach Branch 10 to see if they don't mind if we also host a Bingo Night. Another idea is to have an event with families to test it out.
- Scot discussed an opportunity for the Navy League Building to be a hub bottle/can drop offs. Parents could sign up to take shifts to collect bottles, and a Chair would be needed to organize. There is potential to have a co-op with another organization. There are some issues that need to be sorted out (do we need another sea-can, do we share?). Discussion around the importance of keeping good vibes with the group. Scot will pursue a partnership.
- Closing out the meeting, Scot highlights the new Director Roles that are taking shape, and points out that Mike W will be setting up a new computer network from scratch in the near future.

Adjourn at 8:30pm – M/S/C (Melissa & Alicia)