

4020 -1 (Corps Adjt)

June 2021

Distribution List

GUILD OF THE CORPS OF ROYAL CANADIAN ELECTRICAL  
AND MECHANICAL ENGINEERS BOARD OF DIRECTORS  
MEETING HELD AT THE RCEME SCHOOL, CANADIAN  
FORCES BASE BORDEN 0900 HOURS 8 APRIL 2021

ATTENDANCE

<u>Rank/Name</u>	<u>Position</u>	<u>Representation</u>
Col J.C.H. Spitzig	Co-Chairman (Serving)	RCEME Guild Cmte
CWO R. (Ret'd) Leclerc	Co-Chairman (Retired)	RCEME Guild Cmte
BGen (Ret'd) W.J. Brewer	Colonel Commandant	RCEME Guild Cmte
Col N.P.M. Corriveau	Heritage Chairman	RCEME Guild Cmte
Col (Ret'd) T.J. Temple	LAD Rep (Officer)	RCEME Guild Cmte
LCol R.T. Cairns	Admin Cmte Chairman	RCEME Guild Cmte
Maj W. Sett	Reserve Rep	RCEME Guild Cmte
Capt C.S. Plouffe	Secretary/Treasurer	RCEME Guild Cmte
Lt K.A.N. Ervin	5 Cdn Div Rep	RCEME Guild Cmte
CWO K.S. Northorp	NCR Rep	RCEME Guild Cmte
CWO P.A. Rhodes	Trg Sys Rep	RCEME Guild Cmte
CWO G. Scott	Air and Navy Command Rep	RCEME Guild Cmte
WO B. Lahey	3 Cdn Div Rep	RCEME Guild Cmte
Sgt O.L. Fréchette	2 Cdn Div Rep	RCEME Guild Cmte

Absent

BGen (Ret'd) J.C.M. Giguère	Fundraising Chairman	RCEME Guild Cmte
WO (Ret'd) B.A. Thorne	LAD Rep (NCO)	RCEME Guild Cmte
MCpl D.L. Lampron	4 Cdn Div Rep	RCEME Guild Cmte
CWO (Ret'd) B. Devlin	LAD Rep (Sr NCO)	RCEME Guild Cmte

Guests

Maj (Ret'd) Alton Adams	LAD Toronto 102
Mar (Ret'd) Charles Jenson	LAD Toronto 102 President

INTRODUCTION	ACTION
1. <u>Introduction.</u> Col Spitzig thanked everyone for attending; he also reemphasized that everyone has an equal vote. He recognized the hard work of the Corps community (LAD, Cadets, Reserve and Regular Force members) and reinforced the need for feedback from representatives. Membership has declined and one of the reasons is the lack of knowledge of benefits/products. Regional representatives are reminded to advertise this information.	Regional Representatives

<b>APPROVAL OF PREVIOUS MINUTES</b>	
<p>2. A motion was made to have the minutes dated 13 of October 2020 approved and accepted by the RCEME Guild Cmte.</p> <p><b>Proposed by:</b> Capt Plouffe, <b>Seconded by:</b> Col (Ret'd) Temple.</p> <p style="text-align: right;"><b>(Motion carried)</b></p>	Corps Adjt
<b>ACTION ITEMS – 13 October 2020</b>	
<b>MMI-TD AND EMEA INSURANCE UPDATE</b>	
<p>3. TD/Meloche is asking for an agreement and requires a listing of the current RCEME Guild membership. The membership, consisting of Regular and Reserve Force personnel and retired members, changes often. Membership 365 is not being used to its maximum efficiency and can cause issues, i.e., when a member calls for insurance and the system does not recognize them.</p> <p>4. Col Spitzig voiced a concern with regards to the sharing of information with TD/Meloche. Not providing a list requires confirmation from the Corps Adjt for all insurance requests, however, providing a list means that the list could be shared with other agencies resulting in the sharing of personal membership information. Comments/feedback are required from regional representatives so that this issue can be discussed further.</p> <p style="text-align: right;"><b>(Item open)</b></p>	Col Cmdt
<b>LIFETIME MEMBERSHIP INITIATIVE</b>	
<p>5. LCol Cairns explained why the lifetime membership for serving members is not an economical solution. This type of lifetime membership is good if there is a need for immediate capital, i.e., special events, however, economically it is not. Long term memberships are intended to provide upfront revenue at the expense of long term fees. As the Guild fee structure increases with rank and there is no immediate demand for capital, it does not make economic sense to offer long term membership to serving members.</p> <p>6. The current fee structure for retirees is \$24 annually regardless of the rank. When an individual becomes a LAD member, 50% of the \$24 fee is transferred to the LAD. The number of personnel who retire and maintain their membership in the RCEME Guild is minimal. The objective of the retiree membership should be retention as the Guild does not see a large economic benefit.</p> <p><b>Motion 1:</b> No longer offer lifetime membership to serving members.  <b>Proposed by:</b> LCol Cairns, <b>Seconded by:</b> Col Cmdt</p> <p style="text-align: right;"><b>(Motion carried)</b></p> <p><b>Motion 2:</b> Offer a lifetime membership to retirees at a cost of \$360 (includes the \$12 disbursed annually to the LAD for each LAD member).  <b>Proposed by:</b> LCol Cairns, <b>Seconded by:</b> CWO Northorp.</p> <p style="text-align: right;"><b>(Motion carried)</b></p> <p><b>Motion 3:</b> Offer a 5 and 10 year term membership at the cost of \$100 and \$180 respectively with \$12 disbursed annually to the LAD for each LAD member.  <b>Proposed by:</b> LCol Cairns, <b>Seconded by:</b> CWO Scott.</p> <p style="text-align: right;"><b>(Motion carried)</b>  <b>(Item closed)</b></p>	Admin Cmdt Chair



<b>RCEME GUILD POSTER UPDATE</b>	
<p>7. Two posters will be sent to regional representatives. One poster will provide details on RCEME Guild member benefits and the second will advertise events that are scheduled throughout the year. Suggestions are welcome at any time.</p> <p style="text-align: right;">(Item closed)</p>	Corps Adj
<b>SmugMug UPDATE</b>	
<p>8. The use of the SmugMug software is a temporary solution for registering historical information. It will continue to be used while other options are being investigated.</p> <p style="text-align: right;">(Item open)</p>	Heritage Chair
<b>CANEX ROYALTIES DISBURSEMENT</b>	
<p>9. The majority of CANEX sales are now occurring online. This, combined with the situation where regions with CANEX 'superstores' generate more revenue, dividing the revenues by region in relation to where they are generated, would disadvantage regions with smaller CANEX outlets.</p> <p><b>Motion:</b> To maintain the current revenue sharing method where all revenues are centrally collected and dispersed to the regions to support RCEME community activities.</p> <p><b>Proposed by:</b> CWO Northorp, <b>Seconded by:</b> Col Corriveau</p> <p style="text-align: right;">(Motion carried) (Item closed)</p>	Corps SM
<b>RCEME BURSARY EVALUATION</b>	
<p>10. The evaluation score sheet is based on a score of 25 points with no minimum passing mark identified; the cmte would vote on accepting applications with less than 50%. It was suggested that the minimum score be 60% or 70% and an increase in the word count to 1,000 (from 500) be put in place.</p> <p><b>Motion:</b> Increase the minimum acceptable score to 60% and increase the essay word count to 1,000 words.</p> <p><b>Proposed by:</b> Capt Plouffe, <b>Seconded by:</b> Sgt Fréchette.</p> <p style="text-align: right;">(Motion carried) (Item closed)</p>	Corps Adj
<b>NEW BUSINESS</b>	
<b>RCEME HERITAGE AND MUSEUM FOUNDATION UPDATE</b>	
<p>11. Subject foundation is in place and operates separately from the Corps of RCEME and the RCEME Guild. Its' main objective is to provide financial support for a wide range of Corps of RCEME, RCEME Guild and Foundation priorities related to heritage, legacy, museum and other key activities as well as programs linked to the Corps' legacy, i.e., cadets and veterans' programs. A fundraising plan is being developed for the RCEME Museum.</p> <p style="text-align: right;">(Item open)</p>	Col Cmdt

<b>RCEME MUSEUM AND HERITAGE UPDATE</b>	
<p>12. The 2020 and 2021 budgets were summarized. As temporary duty trips decreased due to COVID, additional funds were allocated to heritage. Col (Ret'd) Temple presented the 2020/2021 museum development fund budget. These funds are provided by Director History and Heritage (DHH) and are only available to the CAF accredited museums, for projects but not for operating budgets. DHH will not fund acquisition for artefacts, salaries or building maintenance.</p> <p>13. Software that has virtual walk through capabilities, interactive pages and cataloguing of RCEME Heritage was investigated and it was determined that Google Drive may be suitable. A digital hardware acquisition that has touch screen displays for the "BOR Display" and "Honour and Awards" display has been identified for the RCEME Museum in Kingston and Satellite Museum in Borden.</p> <p>14. Discussion with regards to 100<sup>th</sup> Anniversary activities included whether the Corps wishes to have a 20 year old Scotch/Whiskey available; if so, the process should begin immediately. As well, historical data (1950 – 2034) should be gathered for publication.</p> <p>15. One of the Corps' vision is to create a RCEME museum network with the Kingston museum as home station, which would incorporate virtual and holistic artefact list. This would allow detachments to upload their historical items for viewing at the home station. Further investigation is required to determine which units would participate and expand the digital footprint of museum pieces.</p> <p style="text-align: right;"><b>(Item open)</b></p>	Chair Heritage
<b>STATE OF CORPS OF RCEME GUILD</b>	
<p>16. RCEME Corps strength is 4,320 all ranks. There are currently 2,658 members in the RCEME Guild; a decrease of 115 members. The RCEME school continues to promote the Guild and its' benefits.</p> <p style="text-align: right;"><b>(Item closed)</b></p>	Corps Adjt
<b>YEAR END FINACIAL CLOSE OUT 2020</b>	
<p>17. A motion was raised whether to accept the 2020 business plan financial spreadsheet close out.</p> <p><b>Proposed by:</b> Capt Plouffe, <b>Seconded by:</b> Maj Sett</p> <p style="text-align: right;"><b>(Motion carried)</b> <b>(Item closed)</b></p>	Corps Adjt
<b>RCEME GUILD GAZETTE</b>	
<p>18. It is expected that the RCEME Guild Gazette will be distributed following each Board of Directors meeting, with copies being published biannually. The Corps secretariat and regional representatives will distribute once published.</p> <p style="text-align: right;"><b>(Item closed)</b></p>	Corps Adjt



<b>2021 BUDGET APPROVAL</b>	
<p>19. Amendments to the budget are required prior to its acceptance. Remove funding for the 75<sup>th</sup> Anniversary. RCEME cohesion activities show 7 regions vice the actual 5 (after discussion it was decided to remain at 7 regions; 5 – Canada, 2 – overseas missions).</p> <p><b>Motion:</b> To accept the budget with amendments.  <b>Proposed by:</b> Capt Plouffe, <b>Seconded by:</b> CWO Scott</p> <p style="text-align: right;">(Motion carried) (Item closed)</p>	Corps Adjt
<p>20. CWO Northorp presented a proposal (from MCpl Chouinard) to acquire a RCEME mascot at a cost of up to \$30K. This would create esprit de corps during events and could be an asset for recruiting future members. A proposal will be developed and discussed at the next Board of Directors meeting.</p> <p><b>Motion:</b> Put together a proposal for the purchase of a RCEME mascot at a maximum cost of \$30K.  <b>Proposed by:</b> Col Temple, <b>Seconded by:</b> CWO Scott</p> <p style="text-align: right;">(Motion carried) (Item Open)</p>	Corps SM
<b>ROUND TABLE</b>	
<p>21. As a regional representative, Sgt Fréchette brought forward a suggestion for reviewing the way monthly dues are calculated with dues being 0.7% of a member's monthly revenue; this would ensure a more even distribution of contributions. DRCEME advised that when the survey reference this subject was completed, it was compared with other trades, i.e., Infantry, Logistics, Artillery, etc., it appears that the Corps of RCEME dues are lower than all other trades and thus the reasoning behind the current dues system. A recommendation was made by the Corps SM for the Admin Cmte to review the impact on benefits if there was a reduction of Craftsmen's' fees to \$24 from \$36.</p> <p style="text-align: right;">(Item open)</p> <p><b>SECRETARIAL NOTE.</b> The military pay system does not allow for a pay allotment of \$2.00 or less. The min amount for the system is \$2.01.</p>	Admin Cmte
<p>22. CWO Scott advised that, in accordance with Constitution By-Law #4, his term finishes this summer; he supported Maj Nixon or Maj Butcher as his replacement.</p> <p style="text-align: right;">(Item open)</p>	
<p>23. Col Temple stated that the Membership 365 program needs to be used to its capacity in order to go forward with sharing information with the MMI-TD insurance project if accepted as detailed above.</p> <p style="text-align: right;">(Item open)</p>	Admin Cmte

24. BGen (Ret'd) Brewer mentioned that seven individuals were given honorary/lifetime memberships in November 2020. This was well received – the individuals were veterans with outstanding careers both while serving and after retirement. This is going to be done on an annual basis so the Admin Cmte must begin the cycle of soliciting nominations soonest. The LAD may be able to assist with nominations. <b>(Item open)</b>	Admin Cmte
25. BGen (Ret'd) Brewer also discussed museum donations with a number of individuals contributing through the RCEME Guild. Some donors are specific with how they wish their donation to be used, i.e., operating cost/future museum improvements. A good tracking system is required so that donors can be recognized once the museum is open. <b>(Item open)</b>	
<b>CLOSING REMARKS</b>	
26. DRCEME encouraged members to ensure that their personal information, i.e., address, is up to date so that they can be forwarded updates as they become available.	All
<b>ADJOURNMENT</b>	
27. The meeting adjourned at 1315 hours. The next meeting will be held in fall 2021 (date to be determined).	

SPITZIG,  
JEFFREY 379  
J.C.H. Spitzig  
Colonel  
RCEME Guild Co-Chair (Serving)

Digitally signed by  
SPITZIG, JEFFREY 379  
Date: 2021.07.08  
19:30:07 -04'00'



R. Leclerc  
Chief Warrant Officer (Retired)  
RCEME Guild Co-Chair (Retired)

#### Annexes

Annex A 2020 Financial Closeout  
Annex B 2020 Financial Budget

Distribution List (Electronic Distribution Only)

Action

As per Opened Action Items

Information

All Members of the Board of Directors  
RCEME Guild Membership