

4020 -1 (Corps Adjt)

August 2022

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 1000 HOURS 5 APRIL 2022

ATTENDANCE

<u>Rank/Name</u>	<u>Position</u>	<u>Representation</u>
Col E.J.R.C. Gauthier	Co-Chairman (Serving)	RCEME Guild Committee
CWO (Ret'd) R. Leclerc	Co-Chairman (Retired)	RCEME Guild Committee
Col (Ret'd) T.J. Temple	Colonel Commandant	RCEME Guild Committee
LCol C.M.M. Michaud	Admin Chairman	RCEME Guild Committee
Maj W. Sett	Reserve Rep	RCEME Guild Committee
Capt C.S. Plouffe	Secretary/Treasurer	RCEME Guild Committee
Lt N.M. Fournier	5 Cdn Div Rep	RCEME Guild Committee
CWO K.S Northorp	NCR Rep	RCEME Guild Committee
LCol (Ret'd) M. Rugush	LAD Rep (Officer)	RCEME Guild Committee
WO C.J. Hagle	3 Cdn Div Rep	RCEME Guild Committee
Sgt O.L. Fréchette	2 Cdn Div Rep	RCEME Guild Committee
MCpl Robichaud (for Sgt Davis)	4 Cdn Div Rep	RCEME Guild Committee

Absent:

BGen (Ret'd) J.C.M. Giguère	Fundraising Chairman	RCEME Guild Committee
WO (Ret'd) B.A. Thorne	LAD Rep (NCO)	RCEME Guild Committee
CWO (Ret'd) B. Devlin	LAD Rep (Sr NCO)	RCEME Guild Committee
Col C.C. Moyle	Heritage Chairman	RCEME Guild Committee
CWO P.A. Rhodes	Training Systems Rep	RCEME Guild Committee
Maj M.A. Nixon	Air and Navy Command Rep	RCEME Guild Committee
Sgt Davis	4 Cdn Div Rep	RCEME Guild Committee

Invited:

Maj D.P. Burke	RCEME Corps Coordinator (DLEPS 3-4), OC Halifax
Capt A.G. Maclean	SO RCEME, DLEPS, DGLEPM

SUBJECT	ACTION
INTRODUCTION	
1. <u>Introduction.</u> The Co-Chair (serving) thanked everyone for attending and reemphasized that everyone can be heard. The opinions of all are very important. Each member represents each division from different ranks and the retiree community and you are their voice.	
<u>SECRETARIAL NOTE.</u> Serialized agenda points are not necessarily in order.	

2.	The Col Cmdt welcomed LCol (Ret'd) Murray Regush, a new RCEME Retiree member to the board.	
3.	A motion was made to have the minutes dated 27 October 2021 approved and accepted by the RCEME Guild Committee. Moved by LCol (Ret'd) Regush, seconded by Lt Fournier. (Motion carried)	
ACTION ITEMS		
TRADE COIN		
4.	The Corps SM investigated the feasibility of taking over the trade coin investment with the CANEX; this will be confirmed by the next BOD. One concern is that all trade coins were numbered and CANEX will not track sales to individual buyers. If numbered, the task of tracking will fall to the different regions and online CANEX which has no tracking mechanism in place. (Open Item)	Corps SM
MOU		
5.	The MOU expires on December 2022 and will need to be resigned. It is agreed that Director RCEME and their equivalent at C&E (Communication and Electronics) will sign the contract. The negotiation of the MOU will take place in Kingston with the C&E Commandant and the representative of the Kingston museum.	Col Cmdt
6.	The intent for the Corps of RCEME was to get a standalone museum but this will not likely occur as the cost to achieve the project is \$12 million to build the museum with an annual maintenance cost of \$400K. A virtual museum comes at a lessor cost and is accessible to all RCEME members. (Open Item)	
CADET UNIT AWARD AND SUPPORT TO CADETS		
7.	The budget for the Cadet unit award and support to Cadets was created in 2016. Although the intent was to have criteria in place at that time, there are none in existence. The budget allocated for these benefits will be removed for 2022 until criteria are in place. This will be discussed at the next Board of Directors (BOD) meeting in the fall. (Open Item)	Corps Adjt
NEW BUSINESS		
MUSEUM SPONSOR 2022/2023		
8.	The RCEME Guild pays for the museum's annual operation fee. The RCEME Foundation has not received sufficient donations to take on the role and responsibility for this fee and has requested that the Guild pay \$35K for another year. Director RCEME requested that a transition plan be put in place to ensure that the Foundations takes on this annual fee; beginning with \$5K or \$10K a year until the Guild is no longer responsible for this fee. (Open Item)	DRCEME
MEMBER BENEFIT SURVEY		
9.	A survey based on retirement gift and benefits was sent to all active regular members. Only 10% of the 2,504 members returned it. Questions were as follows: a. What kind of retirement gift would you like to receive? 42% would like a gift certificate of their choice, 21% like the RCEME Crest, 10% wish to keep the RCEME tie and 9% like the CANEX gift card (members were able to provide more than one choice). Another	Corps Adjt

<p>suggestion included receiving an engraved wood plaque or glass with stand, etc., based on the years of service. All suggestions need to be evaluated, i.e., price and to motion to pass if recommended;</p>	
<p>b. the second question was what kind of benefits would you like to see improved or added to the Constitution?</p> <p>Members would like to see more bursaries for younger children in the sports and art programs, continue to emphasize traditions and customs, funding for professional development when expenses are not covered by the military Individual Learning Plans, have more contests and provide a monetary value for bereavement; and</p> <p>c. the last point requested suggestions/comments. One of the suggestions included removing two educational bursaries from the scholarship program and converting that funding into 4 x \$500 sports/arts scholarships for two years; then review the feedback and determine whether it is favorable. It was also suggested that a retirement gift be given according to the amount of time an individual was a Guild member. Presentation of this gift at a Depart with Dignity venue would also promote the Guild.</p> <p style="text-align: right;">(Open Item)</p>	
REPLACEMENT OF MEMBER 365	
<p>10. The member 365 licence was not renewed in December 2021 due to the cost +/- \$7K per year. This task is currently managed with MS Access Database which is easy to use, to manage and to send email to all members. As a test, the survey was sent with MS 365 Forms (DND version), however, some members had difficulty accessing the information from their civilian account. The next test will be with a civilian version of MS 365.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Adjt
RCEME GUILD MEMBERS	
<p>11. At this time, the RCEME Guild has 2,548 active members, 169 active retiree members, 3 active lifetime members and 1 Reserve member for a total of 2,721 members. Since January 2021, 258 members took their release, however, 137 new members were registered.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Adjt
RCEME GUILD COMMUNICATION	
<p>12. In the past three months, communication regarding a survey, information regarding coins and a test communication were sent out to all members. Future communication will provide information on BOD decision/discussion, financial budget and a call out for bursaries.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Adjt
LOYALTY COIN	
<p>13. The loyalty coin is usually ordered in February with distribution 30 days later directly to the members. A bulk email will be sent in the December/January timeframe to confirm members' addresses.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Adjt

DIRECTOR RCEME COIN	
<p>14. Subject coin is awarded to recognize the efforts of individuals within the Corps of RCEME. The last procurement was in 2017 for 100 coins (\$1,220 at that time), with a requirement for a new order at an approximate cost of \$1,500 (order will be for coins only/no presentation box).</p> <p>A motion was made to spend a maximum of \$1,500 for coins. Proposed by Maj Burke, Seconded by Lt Fournier.</p> <p style="text-align: right;">(Motion Carried)</p> <p>A motion was made to not purchase presentation boxes for the coins. Proposed by Maj Burke, Seconded by WO Haggie.</p> <p style="text-align: right;">(Motion Carried)</p> <p>SECRETARIAL NOTE: As the Corps has not spent monies for coins since 2017, \$1,500 was approved to purchase over the allotted/approved budget for coins.</p> <p style="text-align: right;">(Item Closed)</p>	Director RCEME
RCEME GUILD – CLOSEOUT OF 2021 BUDGET	
<p>15. The 2021 budget was presented to the board. Due to the pandemic, the profit from CANEX loyalties increased and several benefits were not distributed since activities such as the RCEME Golf Tournament and WO Muise Memorial Hockey Tournament did not place.</p>	Corps Adjt
<p>16. The \$35K put aside for the operation of the Kingston museum was deferred to January 2022 resulting in a surplus of \$35K in 2021. This will also result in a deficit of \$35K for 2022. A motion was made to accept the closure of the 2021 budget as read. Proposed by Lt Fournier, Seconded by WO Haggie.</p> <p style="text-align: right;">(Motion Carried)</p>	
RCEME GUILD - 2022 BUDGET	
<p>17. In order to reflect the necessary operational needs and benefits, certain amounts were reduced or increase as needed. The amount allocated to the hardship grant and the benevolent loan was increased by a multiple of three to reflect a growing need. The Constitution notes that a loan of up to \$5K and a benevolent loan of up to \$3K per application can be granted. This budgeted amount can be increased if the need arises. If the amount needs to be revised during the year, a special council meeting will be called and a motion will be voted on the increase.</p>	Corps Adjt
<p>18. The RCEME Cadet grant and the RCEME Cadet Unit support have been reduced to \$0.00 since criteria has not been defined. These amounts will be reinstated in the budget when the criteria are written and approved.</p>	
<p>19. There is a forecasted revenue of \$124,100 with general expenses of \$123,850.</p>	
<p>20. NPF administration is based on the calendar year and not fiscal year, therefore, the 2023 budget will be presented and voted on in the fall of 2023.</p>	
<p>A motion was made to increase the hardship grant and benevolent loan to \$12K each.</p> <p>Proposed by CWO Northorp, Seconded by WO Haggie.</p> <p style="text-align: right;">(Motion Carried)</p>	

<p>A motion was made to increase the annual allocation to the museum from \$35K to \$35,500.</p> <p>Proposed by Col (Ret'd) Temple, Seconded by LCol (Ret'd) Regush. (Motion Carried)</p> <p>A motion was made to accept the 2022 budget as presented.</p> <p>Proposed by Capt Plouffe, Seconded by Sgt Fréchette. (Motion Carried) (Item Closed)</p>	
GUILD ALLOCATION TO DIVISION/REGIONAL REPRESENTATIVES IN SUPPORT OF SOCIAL EVENTS	
<p>21. The budget allocated for different events are set by region, however, there should be some funding for those units who do have opportunities to have events due to the small amount of RCEME members. The regional representatives should engage to ensure that small detachments receive funds for their activities during the year. (Item Closed)</p>	<p>Director RCEME</p>
ROUND TABLE	
<p>22. <u>3 Cdn Div Rep.</u> WO Hagle proposed removing two post-secondary bursaries of \$1K and convert them into two x \$1K sports scholarships as some junior members do not have children who are old enough for post-secondary study and a bursary could help with financing children's sports activities. WO Hagle will come back to the fall meeting with a draft proposal for the 2023 budget. (Open Item)</p>	
<p>23. <u>Colonel Commandant.</u> Regarding the point above (paragraph 22), the Colonel Commandant noted that if children participate in sports at the provincial level, the cost to the parents can be significantly higher than at the local levels. The question then would be how much funding should be allocated and at what frequency. (Item Closed)</p>	
<p>24. <u>Reserve Representative.</u> Maj Sett raised a concern regarding the participation of Reserve Guild members and the need to find a way to promote the Guild to them. (Open Item)</p>	
<p>25. <u>NCR Rep.</u> CWO Northorp reminded all that the RCEME scholarship bursaries (discussed above at paragraph 22) is also open to spouses and not just children. (Item Closed)</p>	
CLOSING REMARKS	
<p>26. The Director RCEME thanked everyone for the professional discussion and opinions. There is still much work to be done but the Guild is headed in the right direction. The Guild is always looking for proposals that will benefit all of its members.</p>	<p>Director RCEME</p>

ADJOURNMENT

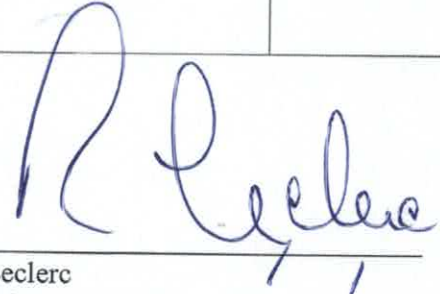
27. The next BOD meeting will be scheduled the third week of October 2022 and will be advertised once the specific date has been set.

Corps Adjt

GAUTHIER,
ETIENNE 293

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Date: 2022.08.30
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E.J.R.C Gauthier
Colonel
RCEME Guild Co-Chair (Serving)



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

Distribution List (Electronic Distribution Only)

Action

As per Open Action Items

Information

All Board of Directors Cmte Members
RCEME Guild Membership