

4020 -1 (Corps Adjt)

19 June 2024

Distribution List

GUILD OF THE CORPS OF ROYAL CANADIAN ELECTRICAL AND MECHANICAL ENGINEERS BOARD OF DIRECTORS MEETING HELD AT THE RCME SCHOOL CANADIAN FORCES BASE BORDEN 0900 HOURS 11 JUNE 2024

ATTENDANCE

<u>Rank / Name</u>	<u>Position</u>	<u>Representation</u>
Col A.B. Lapointe	Co-Chair (Serving)	Board of Directors
LCol M.E. Champagne	Admin Committee Chair	Board of Directors
Maj C.N. Rideout	Air and Navy Rep	Board of Directors
Capt A. Mari	Secretary/Treasurer	Board of Directors
CWO A.G Auger	NCR Rep	Board of Directors
CWO K.L. McKeough	Training System Rep	Board of Directors
MWO K.W. Lewis	3 Cdn Div Rep	Board of Directors
MWO (Ret'd) T. Murphy	LAD Rep (SNCO)	Board of Directors
WO (Ret'd) H. Schwab	LAD Rep (NCO)	Board of Directors
Sgt D.R. Davis	4 Cdn Div Rep	Board of Directors
MCpl B.L. Muff	2 Cdn Div Rep	Board of Directors

Absent

Col J.G.Y. Raymond	Heritage Committee Chair	Board of Directors
LCol W. Sett	Reserve Rep	Board of Directors
Capt A. Kaintura	5 Cdn Div Rep	Board of Directors

Invited

Maj J.O. Fontaine	Corps Secretariat Staff	RCEME Guild Member
Capt E.D. Hough	Corps Secretariat Staff	RCEME Guild Member
CWO N.L. Barrett	NCR Rep (to be)	RCEME Guild Member
MWO J.P.G.B Blanchette	RCEMES A/RSM	RCEME Guild Member
Sgt J.D. Dupuis	Corps Adjt Assistant	RCEME Guild Member

SUBJECT	ACTION
1. Col A.B. Lapointe thanked everyone for attending and emphasized that everyone can be heard. Everyone's opinions and perspective regarding the Guild are important. <p style="text-align: right;">(Item Closed)</p>	
2. LCol M.E Champagne introduced the new board members and Capt A. Mari confirmed the members who were allowed to vote. <p style="text-align: right;">(Item Closed)</p>	

ACTION ITEMS	
CADET UNIT AWARD & SUPPORT TO CADETS	
<p>3. Capt A. Mari provided an update on award for Top Cadet Unit and Support to Cadets following meeting with the CO Regional Cadet Support Unit (RCSU), LCol J.R.P Guidoin on 22 March 2024. They proposed to add the following to the constitution:</p> <p>a. <u>Cadet Unit Award</u> – “A callout letter will be sent to RCEME Cadet Units across Canada each year with the criteria. The award can be monetary or as a plaque up to \$500.00.”</p> <p>b. <u>Support to Cadets</u> – “Support to RCEME Cadet Units will be provided by the RCEME Guild for the purchase of accoutrements or activities related to training or esprit de corps events. This benefit will provide up to \$100.00 per cadet unit (\$800.00 total). Requests are to be forwarded to the Corps Adjutant by the cadet unit or the supporting unit.”</p>	
<p>4. <u>Discussion</u>. The following points were discussed:</p> <p>a. <u>LCol M.E Champagne</u> – They stated that some cadet units do not have any place to put plaques and it would be best leaving this award as either monetary or as a plaque as requested by the winning cadet unit.</p> <p>b. <u>Capt A. Mari</u> – They suggested this would be an opportunity for the Corps to establish further annual communication with the RCEME Cadet Units across Canada.</p> <p>c. <u>Col A.B. Lapointe</u> – Confirmed that the Guild will provide \$1300 in total to the Cadets.</p>	
<p>5. Motion proposed by Capt A. Mari, seconded by LCol M.E. Champagne, approved by the majority.</p> <p style="text-align: right;">(Motion carried) (Item Closed)</p>	Corps Adjt
FAMILY AND ART SCHOLARSHIP	
<p>6. From November 2022 minutes para 14, former 3 Div Rep, WO C.J. Hagle took a task to research and propose Family and Art scholarship. MWO K.W Lewis was reached out by Capt A. Mari to provide update.</p>	3 Div Rep
<p>7. <u>Discussion</u>. The following points were discussed:</p> <p>a. <u>MWO K.W Lewis</u> – They did not have an update and they will reach out to WO Hagle to have a starting point; they will reach out to Corps Adjt once they have more details.</p> <p>b. <u>LCol M.E Champagne</u> – They stated that if there are no updates due to passage of time, it would best to possibly looking at closing this item since the Guild already offers scholarships and awards.</p>	

<p>c. <u>Col A.B. Lapointe</u> –They directed MWO K.W. Lewis to reach out to WO C.J. Hagle to acquire the context and further compare the differences between other scholarships and awards that Guild offers. The assessment can be conducted secretarially, and the item can be closed prior to the next board meeting unless it needs further discussion.</p> <p style="text-align: right;">(Item Open)</p>	
MEMBER RETIREE GIFTS	
<p>8. Member retiree gifts were discussed in November 2022 by the board to further explore the options of issuing gift cards rather than the tie, blazer, or service brooch. The board had decided that the gift card value will depend on number of years with the Guild.</p> <p>9. Col A.B. Lapointe had instructed in the last meeting to conduct business analysis, the analysis was to include the number of retirees per year and allocated budget for this expense.</p>	
<p>10. <u>Discussion.</u> The following points were discussed:</p> <p>a. <u>Capt A. Mari</u> - Asked the board to leave this item open as the business analysis was not conducted and should be conducted by the next Corps Adjt.</p> <p>b. <u>Col A.B. Lapointe</u> – they informed the board members that previously it was unanimously agreed that the Guild is moving towards gift card. Agreed to leave the item open.</p> <p style="text-align: right;">(Item Open)</p>	Corps Adjt
LAD NETWORK	
<p>11. LCol W. Sett had volunteered to reach out to LAD presidents on behalf of the Guild in previous meeting to gather more information on filling Guild BoD positions and how best to connect with LAD network (specifically, retirees).</p> <p>12. The list of LAD pers was sent in November 2023, LCol W. Sett was not available to debrief. Item to remain open.</p>	
<p>13. <u>Discussion.</u> The following points were discussed:</p> <p>a. <u>Col A.B. Lapointe</u> – they stated their concern was the longer we wait the wider the disconnect among our retirees and the Corps, this has been prominent due to lack of Col Cmdt. The information is not getting through, and we need to determine who would be providing this information on regular basis to the retirees.</p> <p>b. <u>Capt A. Mari</u> – They stated that they are in contact with active LAD presidents and word of mouths goes long way.</p> <p style="text-align: right;">(Item Open)</p>	Reserve Rep
PERKOPOLIS AND TD INSURANCE	
<p>14. Capt A. Mari provided background on Perkopolis and TD Insurance, the board had raised concerned at the last meeting on the Guild releasing nominal roll to verify eligibility.</p>	

<p>15. Capt A. Mari worked with both parties, ensured no personal information will be provided by the Guild. Discounts through Perkopolis were good to go (instructions to follow). TD Insurance agreement is under review.</p>	
<p>16. An electronic vote was proposed on 01 May 2024 by Capt A. Mari and seconded by LCol M.E Champagne to allow Perkopolis and TD Insurance discount for Guild members, approved by the majority.</p> <p style="text-align: right;">(Motion carried)</p>	
<p>17. <u>Discussion.</u> The following points were discussed:</p> <p>a. <u>CWO K.L McKeough</u> – Recommended that the sign-up site for Perkopolis should state “initial issue coin number”.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Adj
2023 FINAL BUDGET REVIEW	
<p>18. Capt A. Mari presented the final budget which included expenses/revenue incurred during December 2023.</p> <p style="text-align: right;">(Item Closed)</p>	
NEW BUSINESS	
GUILD MEMBERSHIP STATUS	
<p>19. Capt A. Mari presented the current strength of members within the Guild.</p>	
<p>20. <u>Discussion.</u> The following points were discussed:</p> <p>a. <u>Col A. B. Lapointe</u> –They affirmed that more work needs to be done in order to attract more members towards the Guild as the current state has more than 50% of the Corps members within the Guild (over 3500 active members vs. 2600 active Guild members).</p> <p>b. <u>MWO J.P.G.B Blanchette</u> – They suggested to seek ideas to improve the Guild and its benefits through RCEMES Unit Advisory Group (UAG).</p> <p style="text-align: right;">(Item Closed)</p>	
GUILD MEMBERSHIP AWARDS	
<p>21. Capt A. Mari proposed a vote to allow Guild Membership Award to be issued once per lifetime, as it is a random draw, and the probability of repeated winners still exists. They also proposed to change benefit to \$250.00 cash, instead of \$150.00 cash and \$100.00 kit shop gift card.</p>	
<p>22. <u>Discussion.</u> The following points were discussed:</p> <p>a. <u>Col A. B. Lapointe</u> – They stated initially the \$100 was tailored towards winners acquiring RCEME related items, however winners should have choice to spend wherever they want.</p> <p>b. <u>LCol M.E. Champagne</u> – They concurred and stated the more flexibility the better it is for the members.</p>	

<p>23. Motion to change \$100 kit shop gift card to \$100 cash and to make Guild membership award once per lifetime. Proposed by Capt A. Mari, seconded by LCol M.E. Champagne, approved by the majority.</p> <p style="text-align: right;">(Motion carried) (Item Closed)</p>	Corps Adjt
CORPS ADJT UPDATES/PRIORITIES	
<p>24. Updates to constitution are in progress and should be sent for Col A.B. Lapointe review.</p> <p>25. Communication through Team channel has been established, Facebook and Instagram are being utilized to advertise events and provide updates on the Guild. Emails to be sent to retirees for any updates.</p> <p>26. Bursary marking guide and instructions were updated, due date is 25 August 2024.</p> <p>27. Guild newsletter is in progress, and it will be distributed end of June 2024.</p> <p style="text-align: right;">(Item Closed)</p>	
DRCEME AWARDS	
<p>28. Capt A. Mari advised that the winners of DRCEME awards need to contact the Corps Adjt to collect their monetary award. Col A.B. Lapointe directed Corps staff to advise winners that there is a monetary award to be collected as well. They also suggested to have a faux cheque with instructions to contact the Corps Adjt for funds.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Staff
LOYALTY COINS	
<p>29. Corps Adjt informed the board that the loyalty coins up until December 2023 have been distributed and explained the yearly procedure of distributing the funds was to email the members and acquire addresses where the coins are mailed.</p>	
<p>30. <u>Discussion</u>. The following points were discussed:</p> <ul style="list-style-type: none"> a. <u>Col A.B. Lapointe</u> – They suggested the loyalty coins can be ordered before the Bluebell visits and DRCEME can distribute directly to members. Regional rep can acquire the list of eligible members. b. <u>Capt A. Mari</u> – They stated the coins were not distributed properly through the regional or Guild reps which resulted in leftover coins. c. <u>Maj C.N. Rideout</u> – They raised their concerns as RCAF units do not get regular regional rep visits and there was no funding for them to travel to Bluebell. 	
<p>31. Corps Adjt to coordinate with DLEPS, regional and Guild reps to distribute loyalty coins at Bluebell for eligible members.</p> <p style="text-align: right;">(Item Closed)</p>	Corps Adjt Corps Staff
HONOUR ROLL – CORPS WEBSITE	
<p>32. Honour Roll on Corps website was managed by WO (ret'd) H. Schwab, they suggested few names who can manage this since there is no Corps Padre. Capt E.D. Hough to coordinate with WO (ret'd) H. Schwab for DLEPS to shortlist names.</p>	Corps Staff

BIRTH BENEFIT		
33.	Capt A. Mari discussed of possibly introducing birth benefit for Guild members and opened discussion on this potential benefit.	
34.	<p><u>Discussion</u>. The following points were discussed:</p> <p>a. <u>CWO A.G. Auger</u> – They suggested to have this included in the business analysis to avoid overspending similar to retiree gifts.</p> <p>b. <u>Col A. B. Lapointe</u> – They stated that having this benefit may be exclusive to parents which is not fair to other Guild members. They further suggested to have a business plan that shows number of births within RCEME Corps to include this as a benefit to prevent from draining the funds.</p> <p style="text-align: right;">(Item Closed)</p>	
DRCEME CADET AWARD		
35.	Capt A. Mari advised the board that DRCEME Cadet Award is covered by the Guild and there is no plan for it to be covered by the RCEME Foundation.	(Item Closed)
RCEME FOUNDATION AND HERTIAGE COMMITTEE		
36.	The purpose of RCEME Foundation has not been defined within the Guild Constitution to outline the partnership between two. The Heritage Committee terms of reference also need to be updated within the constitution. New Corps Adjt is to connect with Foundation and Hertiage Committee to finalize terms of reference.	(Item Open)
		Corps Adjt
OFFICERS' FUND		
37.	Capt A. Mari discussed the option of possibly merging the Officers' Fund with the RCEME Guild. Col. A.B. Lapointe stated that this would be part of different conversation, new Corps Adjt to conduct more analysis on pros and cons of merging the two.	(Item Open)
		Corps Adjt
COHESION EVENTS		
38.	CFB Kingston will be included in the Central funding for Cohesion events.	(Item Closed)
ROUND TABLE		
39.	<u>Sgt D.R. Davis</u> – They suggested to start conducting business analysis to put funds aside for RCEME Centennial (100-year anniversary). Col A.B. Lapointe stated that the work is under way, and it was discussed at the RCEME Council as well.	
40.	<u>MWO (ret'd) T. Murphy</u> – They stated that 7-9 August 2024 is the National Golf Tournament in Borden. Since the Guild funds these types of events, the Guild members save \$10 for this tournament. In response to LAD discussion, they stated it did not matter to them on how members say LAD or L.A.D as long as the message is being sent across.	
41.	<u>MCpl B.L. Muff</u> – They suggested to reach out to members to increase the Guild's visibility as there needs to be more background activities in between 6-month board meetings. They suggested a different approach to reach Guild members such as short message as compared to long emails.	
42.	<u>Col A.B. Lapointe</u> – They stated that the board also has the responsibility to be	

the Guild reps and raise any awareness. Due to staff shortage and resource constraints, they instructed the board members to volunteer and staff up new ideas. They instructed DLEPS, Corps Adjt and MCpl B.L. Muff to short list ideas on efficiently reaching the Guild members. They further proposed a question to the board on properly pronouncing Light Aid Detachment as LAD or L.A.D. They will discuss this question at the next RCEME Council.	
	Corps Staff
43. <u>CWO K.L. McKeough</u> – They stated it is important to outline the correct terminology to say L.A.D as it was supposed to be referred as L.A.D.	
44. <u>Capt A. Mari</u> – They stated that 25 June 2024 will be their last day as the Corps Adjt.	
45. <u>CWO A.G. Auger</u> – They stated, in French, it is often called as LAD.	
CLOSING REMARKS	
46. Col A.B. Lapointe thanked all for the discussion and opinion.	
ADJOURNMENT	
47. The next Board of Directors meeting is scheduled virtually for November 2024.	

A.B Lapointe
Colonel
RCEME Guild Co-Chairperson (Serving)

Distribution List (Electronic Distribution Only)

Action

As per Opened Action Items

Information

All Board of Directors
RCEME Guild Membership