

**Navy League of Canada**  
**Nanaimo Branch**  
**Navy League Training Centre, Nanaimo, BC**  
**September 26, 2024, at 6:30 pm**

Total Attendees: 16

Branch Executive: 7

Guests: 8

- 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 6:45 pm with Scot Rounding, president, in the chair

Next meeting: Date to be determined for October 2024

Additions to the Agenda as outlined: N/A

M/S/C to adopt the Agenda: (Melissa & Darlene)

Review of previous minutes:

- AGM in June saw good turn out
- July transition of new members into executive roles

New Meeting Dates:

- Goal for branch meetings to be held at the end of each month, and not within 2 week window of scheduled Society meetings.
- Proposed dates last Wed/Thurs (alternating)
- Meetings to be held as: Business (needed/required) & Committe style (break out – to focus on projects/needs)

October 30, 2024 (Committee)	November 27, 2024 (Business)	December 19, 2024 (Committee)	January 30, 2025 (Business)
February 26, 2025 (Committee)	March 12, 2024 (Business)	April 24, 2024 (Committee)	May 2025 TBD – based on ACR
June 2025			

TBD – based on Awards Night			
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**REPORTS OF PRESIDENT, TREASURER, CORPS & SUBCORPS:**

Branch President Scot Rounding presents his report as follows:

- Increased number of parents interested in becoming screened volunteers
- Higher number of NL due to additional screening required for Amphion
- Potential delay in screening as branch moves toward digital application/submission process

*M/S/C to receive presidents report: (Darlene & Mike B)*

Interim Treasurer Alicia Clemence presents their report as follows:

Operating account: \$ 37,112.62 (as of June 30<sup>th</sup>, 2024)

Savings account: \$ 51,700.73 (as of June 30<sup>th</sup>, 2024)

Gaming account: \$ 7,482.24 (as of June 30<sup>th</sup>, 2024)

*M/S/C to receive treasurers report: (Melissa & Darlene)*

**New Business:**

- Introduction of current executives: Scot (Pres), Darlene (VP), Tony (Boats), Melissa (Amphion – Liaison), Alicia (NL Liaison), Dana S ( Screening ) & Sabrina (Secretary)
- Treasurer Role: To be filled (Alicia providing temporary support, at this time)
- New Members/ Roles: Roles have been defined & assigned to some
- Fundraising Update: Wing night was a good turn-out w/ potential for 2x yearly offering. Bottle Drive (yearly event), committee members needed for support with coordinating events.
- Boat Report :
  - 2 whalers in use, trailers and wheels have been fixed.
  - Keel Boat – pulled out so cadets can clean up and get it back in shape.
  - Keel Boat offers opportunity for cadets to understand/work on rigging.

- More parents required to support with the boats
- Possibly re-allocating existing dingys (not in use) to Duncan; will keep one for events
  
- Alumni Fundraiser/Role:
  - Alumni offers support to Cadet Corps.
  - Beer & Burger Night at Legion 256 raised \$1800.00 toward new whaler
  - Upcoming Wing Night & Beer & Burger planned – dates: TBD
  
- GALA/VID AGM Update:
  - Nanaimo to be hosting 2024 GALA, Awards night & Training
  - To be held at Branch Building
  - Date: November 22<sup>nd</sup>, & November 23<sup>rd</sup>
  - Accommodations: Inn at Long Lake & Grand Hotel (Confirmed)
  - Catered Dinner (Confirmed)
  - Approximately 180 guests expected
  - Committee needed to support with planning – more information to be distributed.
  - Alumni members may be able to support with breakfast/lunch - to be confirmed w/ Alumni president
  
- Holiday Dinner Update:
  - Dinner to be held December 21<sup>st</sup>, 2024 (NL & Amphion to attend together)
  - Officers to serve cadets (buffet style)
  
- Recruitment & Marketing debrief:
  - Nanaimo Mom's Market - 3 commitments
  - Nanaimo Night Market – 1 registration

Potential for 2024/2025 training year:

Nanaimo Soap Box Derby

VIEX

Silly Boat Regatta

- Budget items for consideration: New banner for tents & table coverings
- Currently no one identified as holding role for Marketing & Recruitment

- Stratley:
  - Password & Login received
  - Bob to support with launch for Branch
  - Stratley to support with news letters to members & new donors, fundraising and allows for all branch contacts to be accessible in one place.
  
- Telus Grant: Bob has applied, no updates available at this time.

Fundraising Initiatives & Reports:

- Saturday, November 09, 2024 – Board Game event 1:00 – 6:00 pm
  - Partnered w/ Board & Ready (to provide board game library)
  - M/S/C Alicia requests approval for up to \$500.00 to purchase items for concession. (Mike/Darlene)
  
- November 16<sup>th</sup>, 2024 – Winter Market event 10:00 – 2:00pm  
 Danielle req. Support w/ 50/50, concession & break-down  
 Some tables still available – 30.00/each  
 M/S/C - branch supported cash raffle & cadet run concession (Melissa & Alicia)
  
- February 15<sup>th</sup>, 2025 – Annual Bottle Drive
  - Directors note that 1 sort will need to be completed
  - Potential to do smaller drives (will need to find date(s) that will work)
  - All hands-on Deck required – Cadet help needed.

*\*\* Additional Items Tabled, at this time \*\**

Appointment of Liaisons/ Director Roles:

- Roles do not need to be filled by parents – can be filled by community members

Budgets:

- Branch Budget
- Navy League Budget

- Amphion Budget
- Band Budget

*Reports to be received*

M/S/C to Adjourn meeting (Mike & Alicia)

Meeting Adjourned @ 8:52pm

Sabrina Harris

Secretary – Nanaimo Branch

Minutes Approved

Date: \_\_\_\_\_

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Branch Secretary

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Branch President