

## CNDA EXECUTIVE (SKYPE) MEETING MINUTES – 4 April 2016

Here are my notes from the Skype discussion. Tim please amend accordingly for promulgation.

1. Amalgamation. It was agreed that the CNDA amalgamate into one organization. Andy is in the process of re-writing the constitution and will fwd for comment. All are to review and make comment no later than the first week of May. New constitution to be finalized by mid May 16. Tim will post new constitution to website.
2. Membership Database. Tim has compiled the West Coast and Central members into a common database. Intention is to move the East Coast membership into this database. This database will be available in our cloud file for easy access and use.
3. CNDA Computer. Decision is to hold off on purchasing a stand alone computer for CNDA. Executive will use their own computers for now. Will revisit if situation dictates.
4. Website. Tim is discussing with Kyle on future update to website. Looking at general access of ~~members~~ **multiple designated admins** to add photos and stories, etc...
5. History of Diving. Tim identified what he has of Chuck's work on the history of the Diving Branch.

Tim has:

- a. Parts 1 - 5 complete
- b. Part 7c

Missing

- c. Part 6
- d. Parts 7a and 7b

6. Extraordinary Meeting. It was decided that an extraordinary meeting would be too costly to our limited funds. Tim will provide some computer instruction so we can ensure our network and connectivity is in place.
7. Yearly AGMs. Andy recommended that CNDA East, Central, and West hold an annual AGM. This AGM would be supported with CNDA funds.
8. Inventory Items. Wally will review the items and fwd to Andy that which is in good order and relevant. Items that have dates on them will be discarded. Tim will post saleable items with price on the website. Andy to provide price list **and is the volunteer OPI for the Kit Locker. Website to be updated.**
9. Funds. Wally will close out account and fwd cheque to Andy. Cheque to be made out to CNDA Eastern Chapter. Once cashed, Andy will close out CNDA Eastern Chapter Account and open a new account titled CNDA. Andy will use the Royal Bank.

There are some outstanding cheques made out to the Western chapter. Decision is to return these cheques to the individuals in question and ask them to submit a new cheque payable to CNDA.

10. Annual **Web Site** Fees. CNDA will continue to support two annual fees:

- a. Website **storage space** - ~~\$107.00~~ actually \$107.88 annually (last paid October 2015)
- b. Registry of CNDA name "**NAVYDIVER.CA**" - ~~\$100.00~~ \$11.99 annually (last paid Feb 2016) – I usually wait until Feb each year and just send one invoice for the year. Both are paid now for the coming year as I received a cheque in the mail yesterday. Will deposit it soon before (today hopefully) the accounts change.
- c. I didn't mention this but at the last Executive meeting at the Sep 2015 Reunion, it was agreed that I would explore upgrading the web site and that some fees "may" be necessary to streamline the site as we investigate improving our web presence. Since then Kyle Hobbs (on cc to this) from FDU(P) who is on course out east right now has volunteered to work on completely modernizing the web site (time permitting) to make it easier to work with. So far it looks like low or zero cost but will update the Executive if ever direction or funding authority is required to implement...

11. Executive. It was proposed that the executive be comprised as follows:

President - Wally Green,

Vice-President - Walter Dubeau (TBC and if willing – added as cc to this email),

Treasurer - Andy Desrocher

Secretary - Gary Reddy

~~Website~~ **Media Representative** - Tim Flath

**Dippers Digest** – Tim Flath (I am going to assume though that this is not an Executive Position – not combined with Web Master as it could be 2 different persons filling these positions) Maybe it would be best to have a "Media Representative" be the actual Executive position and leave the Website and Dippers Digest volunteers as non-executive – thoughts everyone?

Member-at-Large - Mark Simonsen.

12. Next conference call I think we said we will shoot for middle of May – exact time TBD. After I dropped off at the end of the last meeting I had to go digging for my password to get back on and it took too long to find it so will have it close at hand next time ;-)

Gary Reddy  
902-809-1259

Note: Comments in red added by Tim Flath

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**From:** Andy [andyd@eastlink.ca]  
**Sent:** Tuesday, April 05, 2016 8:54 AM  
**To:** Gary Reddy  
**Cc:** Wally Green; Tim Flath; Mark Simonsen  
**Subject:** Re: Skype Meeting Discussion Points

Gary.  
Very good except instead of an annual AGM we have a BBQ, more inviting some people shy away from a meeting but will attend a BBQ. Business can still be brought up for discussion but informal.

Andy

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**From:** Andy [andyd@eastlink.ca]  
**Sent:** Saturday, April 02, 2016 2:03 PM  
**To:** Wally Green  
**Cc:** Tim Flath; Gary Reddy; Mark Simonsen  
**Subject:** Re: CNDA reorganization

Wally,

As I said in the pass the only way that I can see CNDA work is no chapters with one President, Vice ,Sec, Treasurer.

You should be the Pres. until next Reunion we will have to find a Vice, I can take the treasurer and Gary would take Secretary. We have about \$8000. after the next AGM as we pay for the Brunch etc. I still say that you and Tim should be here for a meeting at the AGM. I will send you a copy of my version of the Constitution.

Andy

On 04/02/16 01:35 PM, **Wally Green** <rowall@rogers.com> wrote:

Since our Skype meeting of last week I have been trying to resolve in my mind how the organization would operate. The previous three then two chapters is not working.

We obviously need a president however this position should only be for a three year term.

Then of course we would need a vice president who would become the president. The problem is how do we nominate someone for the vice president position. The position of vice president must be open to all members and therefore I would suggest that CNDA accept nominations by e-mail.

Then we need a secretary and this position will be hard to fill because of all the work that he/she has to do. Western including Ottawa have all of the membership information on a spread sheet so it fairly easy to keep track of the members.

Next of course we need a treasurer to deposit membership dues and to write cheques.

There are a number of concerns I have with the organization in its present form. We are an organization with approximately 250 members and Andy as you said in our meeting you have a bank balance of approximately \$10,000. and we have a balance of \$10,000 for a total of \$20,000. The only costs that we pay are the cost to mail out the Dippers Digest to the members who do not have e-mail and the site costs.

The East Coast have an annual meeting and this is good however it would be nice if we could have a family/annual meeting on the West Coast.

The problem is always the same you need volunteers to organize and run the event.

Next of course we need a CNDA bank account with and two members of the exec. Authorized to sign cheques. This means that both members be in the same geographic location.

The reunion meetings should be restricted to the East Coast and the West Coast home of the diving units. I had considered including Ottawa but with John Cole and Chuck gone and Pat Warner no longer a member we are at the end of our resources.

DRAFT

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I will send this and go and take the dogs for a walk and if I think of anything else I will bring it up on Monday.