

0103A-5545-2 (Secretary/RDIMS 491172)

31 Mar 16

Dist List

MINUTES OF THE WARDROOM
EXECUTIVE COMMITTEE MEETING HELD
ON 11 DECEMBER 2015 AT 1100 HRS
IN THE WARDROOM CONFERENCE ROOM

Chairperson:	Cdr B. Boutin	PMC
Members Present:	LCdr M. Erwin LCdr K. Belhumeur LCdr B.A. Merz LCdr J.J. Audy Lt(N) G.A. Morris Lt(N) R. Gallant Capt M. Landolt Capt M.G. McDonald PO1 D. Sparkes Bill Ashley	VPMC Naden VPMC Gunroom Membership Officer Entertainment Officer Secretary Treasurer Infrastructure Officer Communication Officer Wardroom Mess Manager Associate Member Representative
Ex-Officio Present:	Ms. M. Ilott	Wardroom Event Coordinator
Absent	Lt(N) E. Dignard Lt(N) B.M. Binder MS C.A. Halbert	Bar Officer Base Foods Officer Gunroom Mess Manager

DISCUSSION	ACTION BY
<u>CALL TO ORDER</u>	
1. The meeting was called to order at 1310.	PMC
2. Previous minutes were reviewed, the VPMC moved to accept the minutes with stated corrections, seconded by LCdr Audy.	Carried
<u>OLD BUSINESS</u>	
3. <u>Financial</u> : The VPMC moved to accept the financial statement as read, seconded by LCdr Audy.	Carried

<p>4. <u>Fireplaces</u>: The repair of the two fireplaces at the Wardroom is moving forward with the possibility of being repaired before Christmas.</p>	<p>Info</p>
<p>5. <u>Christmas party</u>: The Christmas party for kids was held in the upper lounge on 5 Dec 15. The party was a huge success with 103 children attending and each receiving a gift.</p>	<p>Info</p>
<p>6. <u>Wifi</u>: Shaw representatives are looking at the possibility of the Wardroom as a special circumstance with a yearly contract. Early information indicates that only the common spaces in the Wardroom will have Wifi and not individual rooms.</p>	<p>Info</p>
<p><u>NEW BUSINESS</u></p>	
<p>7. <u>Heating issue</u>: The lower lounge heater is broken, parts for repair are on order and arrival time is expected to be mid-February. The committee discussed a variety of solutions including renting a generator and industrial heater for the New Year's Eve Ball until the month of February. The Infrastructure Officer will investigate the option of renting the necessary heating equipment.</p>	<p>Infrastructure O</p>
<p>8. <u>New Year's Levee</u>: It is confirmed that HMCS MALAHAT will be hosting the New Year's Levee again this year. VPMC Naden moved to give \$250 to HMCS MALAHAT to help with the event, seconded by LCdr Belhumeur.</p>	<p>Carried</p>
<p>9. <u>Security Cameras</u>: The committee discussed the option to implement security cameras behind the Wardroom and Gunroom bars, the PMC will investigate from a Base Admin perspective.</p>	<p>Info</p>
<p>10. <u>Member voted in</u>: VPMC Gunroom moved to accept Ms. Angela Barr as a member of the Wardroom. Angela Barr works at the ships office at NOTC VENTURE as a civilian and holds an AS1 civilian ranking which is equivalent to Officer military ranking. Seconded by LCdr Merz.</p>	<p>Carried</p>
<p>11. <u>Bull-Sub chit</u>: Entertainment O will investigate the logistics of providing a chit at the Wardroom for the current Bull-Sub from each of the following five units MARPACHQ, FMF, CFPHQ, Base, NPTG.</p>	<p>Entertainment O</p>
<p>12. <u>Prize budget</u>: VPMC Gunroom motioned to increase the prize budget to \$1000 for every Wardroom event from now until the end of the fiscal year, seconded by Capt Landolt.</p>	<p>Carried</p>

<p>13. <u>Christmas At Home</u>: Due to many conflicting events for the “Christmas at home” this year the committee decided to set the date for the event next year. The Wardroom will host the CPOs in 2016 for the “Christmas at home” event and the date was set to be Thursday, 16 December 2016.</p>	Info
<p>14. <u>Ready Ale Ready</u>: Tickets are now on sale for this event, tickets are already 50% sold out.</p>	Info
<p>15. <u>TGIT</u>: The committee agreed to budget \$1500 in prizes and \$1500 in food per event. A lengthy discussion regarding options for food such as order in pizza or sandwich bar, it was decided that snacks will be provided initially for first few events.</p>	Info
<p>16. <u>Committee Retreat</u>: The committee discussed the possibility and timing of a “retreat” for committee members to meet in a relaxed setting to discuss future plans for the Wardroom.</p>	Info
<p>17. <u>Recording Secretary</u>: VPMC Naden moved to find and implement a “recording secretary” for the purposes of recording minutes during executive meetings. Current Secretary will produce an email to be sent to members and associates looking for a volunteer.</p>	Secretary
<p>18. <u>Wardroom kitchen staff appreciation party</u>: A party will be held on 18 Dec 15 to show appreciation to the kitchen staff for their ongoing hard work.</p>	Mess Manager
<p><u>ADJOURNMENT</u></p>	
<p>19. The meeting was adjourned at 1456</p>	PMC



G.A. Morris
 Lt(N)
 Secy
 3-0980



S. Bergeron 24-MAR-16
 Civ
 NPFAM
 3-4183

T. P. Gallinger CPO1
211 Mar 2016

T.P. Gallinger
CPO1
M&IO
3-5979

J.M.G. Thomson 30 MAR 16

J.M.G. Thomson
LCdr
BPSvcsO
3-4152

B. Boutin

B. Boutin
Cdr
PMC
3-4016

Approved / Not Approved

Dist List

- PMC
- Mess Executive Committee Members
- M&IO
- NPFAM
- Mess Mgr