

WARDROOM SEMI-ANNUAL GENERAL MESS MEETING

Friday, November 17, 2017

1030

Wardroom Dining Room



www.wardroom.ca

Agenda

Major information for this meeting was posted electronically with links distributed via email to members' DWAN or Internet email.

- 31 October – Notice of Meeting
- 9 November – Notice of Agenda, posted to web



Agenda

AGENDA ITEM

SPONSOR

- | | |
|---|--------------------------|
| 1. Call to Order/Opening Remarks | PMC |
| 2. Previous Minutes | PMC |
| 3. Financial Statement | Treasurer |
| 4. Committee Reports | Respective Officers/Reps |
| a. Entertainment | |
| b. Bar Operations | |
| c. Membership | |
| d. Infrastructure | |
| 5. Old Business | |
| a. Update on the query regarding doors for the Upper Lounge | VPMC |
| b. Charity update | VPMC |
| 6. New Business | |
| a. Interior Design Proposal | VPMC |
| <i>Resolution: \$5000 for interior design consultation and planning</i> | |
| b. Annual End-of-Year Poker Tournament | LCdr Merz |
| <i>Resolution: \$200 for End-of-Year Poker Tournament</i> | |
| c. Wardroom Executive – Elections | PMC |
| 7. Items from the Floor | |
| 8. Closing | PMC |

1. Opening Remarks

Cdr Jeanne Lessard, PMC

LCdr Angus Fedoruk, VPMC-N

LCdr Andrew Wetmore, VPMC-G

Wardroom Mission

The Wardroom will promote *esprit de corps* and comradeship among MARPAC Formation Officers by providing entertainment, services and amenities in a welcoming environment to all members, their families and guests. The Wardroom will foster the traditions of the Canadian Armed Forces, in particular the customs and traditions of the Royal Canadian Navy.

Executive and Committee

- PMC – Cdr Jeanne Lessard
- VPMC Gunroom – LCdr Andrew Wetmore
- VPMC Naden – LCdr Angus Fedoruk
- Secretary – Lt(N) Krista Seguin
- Treasurer – SLt Brendan Carver
- Bar Operations – Lt(N) Eric Dignard
- Entertainment – Lt(N) Rebecca Gallant
- Membership – Capt Steve Galipeau
- Communications – SLt Jordan Bornholdt
- Infrastructure – Capt Matt Demeulenaere
- Mess Manager – Megan Ilott

Procedures

- Procedure:
 - Motion
 - Second (if not Seconded, motion is automatically defeated)
 - Discussion
 - Vote
- Discussion: Please raise hand and wait to be recognized. State your rank/name/unit.

Communication Strategy

- Where we are
 - Solid framework
- Where we are going
 - Newsletters
 - Website
 - Facebook
 - Survey!

On the Plates

- Challenges
 - Changes to NPP dining
 - Changes to Mess management
- Actions
 - Gunroom re-set
 - Facilities requests
 - Multi-space review
- Initiatives
 - Changes to TGIT and Weepers

2. Previous Minutes

- Meeting 28 April 2017
- Signed 25 May 2017
 - RDIMS 659430
 - Also available at: wardroom.ca/information
(posted since May 2017)

3. Financial Statement

SLt Brendan Carver

In Year Finances as at End Sept

	<u>17/18 Budget</u>	<u>Sep 17/18</u>
Bar Operations	\$150,705	\$122,319
Mess Assessments	\$108,150	\$105,921
Entertainment Revenue	\$242,170	\$183,793
Private Function Revenue	\$0	
Misc Revenue	\$4,260	\$7,207.40
<i>Total Revenues</i>	\$505,285	\$419,242
Bar Operating Expenses	\$220,188	\$117,743
Operating Expenses		\$88,876
Entertainment Expenses	\$299,880	\$235,081
<i>Total Expenses</i>	\$520,068	\$441,700
<i>Net Income/(Loss)</i>	(\$14,783)	(\$22,458)

In Year Actual

<u>High Profile Accounts</u>	<u>YTD 17/18 (\$)</u>
Unencumbered Cash	166,574
Naden Bar Profit	(330)
Gunroom Bar Profit	6,464
Base Fund Contribution	8,868

2017/2018 Budget

	<u>17/18 Budget</u>
Bar Operations	\$242,860
Mess Assessments	\$216,300
Entertainment Revenue	\$496,195
Misc Revenue	\$17,070
<i>Total Revenues</i>	\$972,425
Bar Operating Expenses	\$220,625
Operating Expenses	\$189,990
Entertainment Expenses	\$554,460
Total Expenses	\$965,075
<u><i>Net Income/(Loss)</i></u>	\$7,350

4. Committee Reports

A. Entertainment

Lt(N) Gallant

Wardroom Events Budget

REMEMBRANCE DAY LEVEE	\$500	FATHER'S DAY - REALLOCATED TO MD	0
TURKEY BINGO - CANCELLED	0	FOOD TRUCK FESTIVAL	\$10,000
GREY CUP PARTY	\$800	MARITIME NIGHT	\$19,000
KIDS' CHRISTMAS PARTY	\$4,800	CANADA DAY	\$500
OFFICERS AT HOME	\$2,500	COCKTAIL NIGHT	\$12,000
NEW YEARS EVE	\$51,500	END OF SUMMER BBQ	\$7,000
READY ALE READY	\$10,000	MEAT & GREET	\$6,700
ROBBIE BURNS - CUT DOWN	\$2,150	NIOBE MESS DINNER	\$3,000
SUPER BOWL PARTY	\$1700	HALLOWEEN	\$4,000
VINE DINE & DANCE	\$12,000	TGIT	\$14,000
ST PATTY'S DAY	\$5,700	WEEPERS - CHANGED TO MONTHLY	\$48,000
CASINO NIGHT	\$8,150	PMC CHIT	\$2,400
KIDS' EASTER EGG HUNT	\$2,000	EXECUTIVE MEETINGS	\$1,200
BOA MESS DINNER	\$3,000	GUNROOM	\$2,400
MOTHER'S DAY BRUNCH	\$9,500		

Total Expenses: \$244,500
Estimated Revenues: \$ 57,250

Changes

- Remembrance day will be simple – coffee, tea, sandwiches at C&PO Mess
- Turkey Bingo was cancelled
- Grey Cup has decreased in allocation – money for food only
- Robbie Burns event modified (whisky tasting / appies / Weepers incorporation) – there will be a mess dinner style event which will be conducted by the Canadian Scottish Regiment at Bay Street Armoury (Wardroom mbrs invited)
- Catering expenses have increased food service cost to all events – limiting the budget on events

Upcoming Events

- Grey Cup at the Gunroom (26 Nov)
- Kids' Christmas Party (2 Dec – SOLD OUT)
- At Home
- Christmas Ugly Sweater Weepers (15 Dec)
- New Year's Eve (31 Dec)
- Ready Ale Ready (20 Jan)
- Robbie Burns and Whisky Tasting (26 Jan)
- Super Bowl Party (8 Feb)
- Vine Dine and Dance (10 Feb)
- Weepers monthly
- TGITs weekly

Get involved!!

We are looking to reinvigorate our Entertainment Sub-Committee

- Involved in event planning
- Bringing new event ideas to the schedule
- Rewarding to see an event succeed

If you would like to become more involved with our events please contact Lt(N) Gallant

B. Bar Operations

Lt(N) Eric Dignard

Bar Update

- Bar Hours
 - Gunroom
 - Wardroom
- Bar selection
 - Fwd recommendations/requests to BarO
- **Have an idea for the bar or feedback? Please contact the BarO**

Eric.Dignard@forces.gc.ca, (3- 0924)

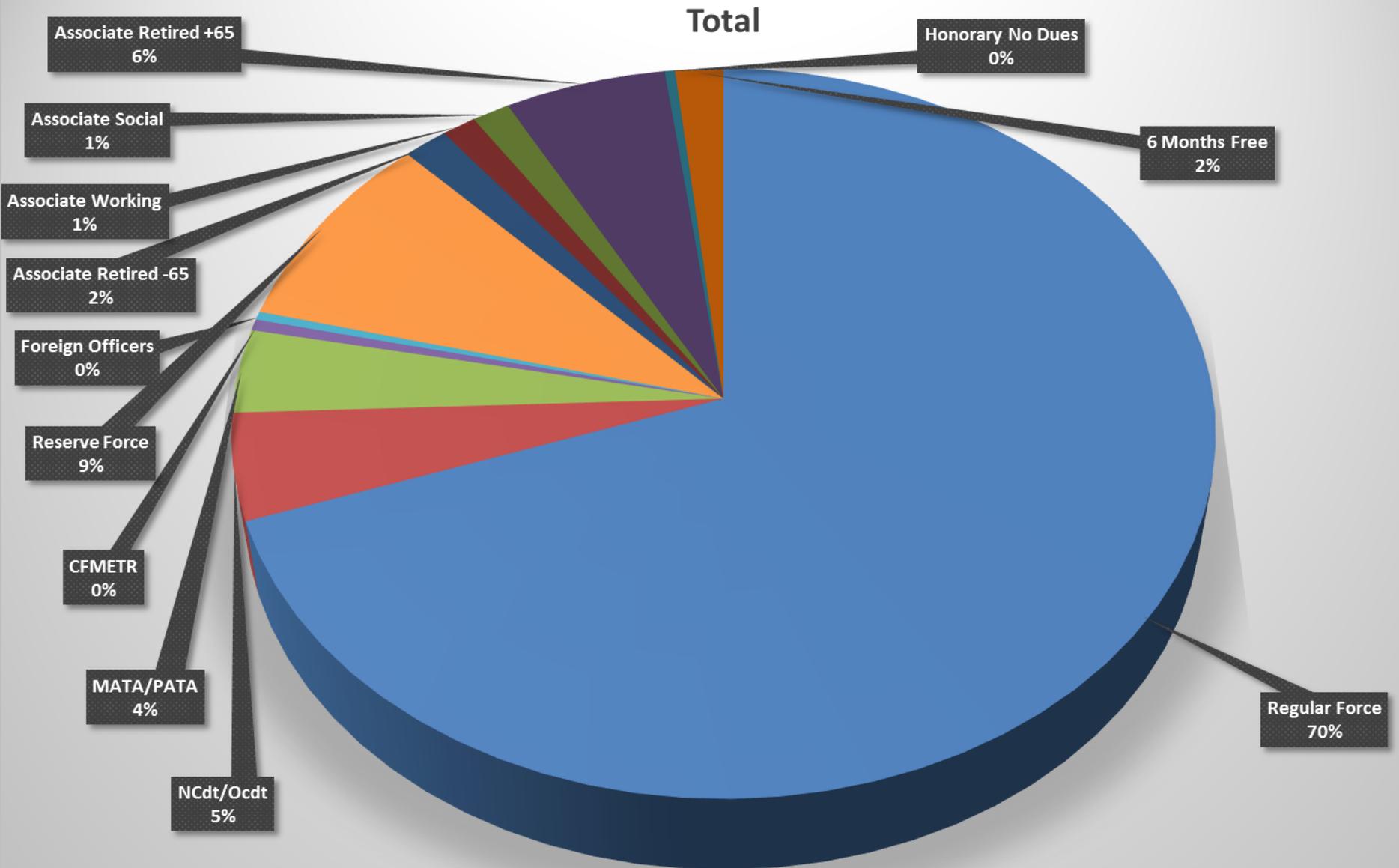
C. Membership

Capt Steve Galipeau

Membership by Numbers

■ Regular Force	563	+4
■ Reserve Force	72	-46
■ CFMETR	4	-1
■ MATA/PATA Holds	30	-1
■ Foreign Officers	3	+1
■ Associate Retired +65	47	+1
■ Associate Retired -65	13	N/C
■ Associate Working	10	N/C
■ Associate Social	11	-1
■ NCdt/OCdt Paying	38	-8
■ 6 Month Free	14	+1
■ Honourary (No Dues)	3	N/C
■ Total Membership	808	-48

Membership Visual



D. Infrastructure

Capt Mathew Demeulenaere

Infrastructure

- Projects in Development
 - Flooring Replacement in Wardroom
 - Update to Landscaping Plan
- Completed Projects
 - Replacement of Gunroom awnings

5. Old Business

A. The Doors

- Query from the floor regarding doors for Upper Lounge.
 - Privacy
 - Noise
 - Under discussion between Executive and RP Ops

B. Charities

■ Our Current List:

Wardroom, C&POs Mess, Pacific Fleet Club	Broadmead Care Lodge
Wardroom, C&POs Mess, Pacific Fleet Club	Soldier On Fund
Wardroom, Pacific Fleet Club	Military Families Fund
Wardroom, C&POs Mess	Wounded Warrior
Wardroom	Canadian Naval Memorial Trust
Wardroom	Cockrell House of Vancouver Island
Wardroom	Disabled Sailing Association

■ Capped: \$2,000

■ Charity Action:

- Broadmead Care: \$1,000 (GMM April 2017)
- Wounded Warriors: \$900 (GMM April 2017)
- Tour de Rock: \$500 (Mess Executive approved, out of cycle)

6. New Business

A. Financial Resolution

- Resolution (sponsor - VPMC):
 - *Commit \$5,000 to interior design consultation and planning.*
- Information. As previously communicated in newsletters, the Mess has engaged an interior designer to consult on changes to the look and feel, including furniture and paint scheme, of the three Mess lounges (Upper Wardroom, Lower Wardroom, Gunroom).
- Budget. Increase to year's overall budget of \$5,000. Mess is in good financial position to manage this budget change.

B. Financial Resolution

- Resolution (sponsor – member, LCdr B. Merz:
 - *Commit \$200 for an End-of-Year Poker tournament.*
- Information. The 'poker players' number about 10 players, who would partake in the end of season tournament. All Wardroom members are eligible, as long as they have played one game during the season. The funds would be spent on pizza and prizes.
- Budget. Increase to year's entertainment budget of \$200. Mess is in good financial position to manage this budget change.

C. Committee Positions

- Communications Co-Chair
 - are you a Facebook wizard?
- Entertainment Co-Chair

7. Items from the Floor

- This refers to matters of general interest, or query from, or to, the Committee.
- This is not an area to introduce any other items which should have properly been introduced under "New Business."
- Unless a true last minute item of extraordinary significance requires it, action items will not be introduced here.

8. Closing

