

**Record of Decisions from
 Guild Quarterly General Meeting
 Held at 1430 hours on 8 February 2022
 By Video Teleconference hosted on MS Teams**

Persons In Attendance:

President	Mr. D. Milner
First Vice President	Mr. D. Levesque
Second Vice President	Mr. E. Kerckhoff
Secretary/Treasurer	Mr. S. Boire
Clerk	Mr. M. Edwards
Chief Financial Officer	Mr. P. Riganelli

Directors:	Mr. S. Larouche
	Mr. D. Batten
	Mr. K Lee - Regrets
	Mr. J. Nickerson
	Mr. T. Skelding
	Mr. Bill Fulton
	Mr. Jim Ferron
	Mr. Mark Aube - Regrets
	Mr. M. Frank
	Mr. S. Curley
	Mr. D. Tremblay
	Mr. J. Follwell

Observers:	Mr. J. Ring
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Scribes:	Mr. B.S. Preston
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Ser	Discussion/ Decision	Action by
1	Opening Remarks. The President called the meeting to order. He detailed the Regimental Family Affairs Committee (RFAC) and its aim to steer the Guild in the right direction with input from individuals at The Regiment.	Nil
2	Review 05 Nov 21 ROD. Motion to accept the ROD of 5 November 21 was raised. Passed unanimously.	Mr. D. Levesque Mr. J. Follwell

<p>3</p>	<p>CFO's Quarterly Update.</p> <p>CFO stated that donations increased \$27 000 in Q1 with the Leeuwarden Trip being the largest fundraiser.</p> <p>CFO stated that investments had increased by \$24 000 in Q1.</p> <p>Further discussion was had on the Leeuwarden Trip being cancelled due to COVID-19 restrictions. Partial reimbursement to the Guild will be actioned by the Treasurer. Airfare vouchers have been issued to the selected soldiers. President will look at near-future possibilities to visit Leeuwarden with soldiers.</p> <p>Motion to accept the CFO's Quarterly Update raised and was approved unanimously.</p>	<p>Mr. S. Larouche Mr. S. Boire</p>
<p>4</p>	<p>Donor Update.</p> <p>Mr. Denis Levesque explained that the Guild presence was much more prominent in years past and that the Guild Directors must find ways to increase Guild visibility within The Regiment. The President added that Guild presence is slowly increasing, especially considering the pandemic and associated restrictions around gathering the entire Regiment in one place to pass information. Once the website is up and running, the Guild presence will have another means of marketing.</p> <p>Mr. J. Ring added that the RFAC has recently been implemented to fill that gap as well.</p> <p>Mr. M. Edwards brought up the point that the Guild should be utilizing Canada Helps much more.</p>	<p>Nil</p>
<p>5</p>	<p>Guild Property Update.</p> <p>Guild property will remain in location and a greater effort will be put into consolidating/accounting for the property. This will be executed once COVID-19 restriction have been lifted.</p>	<p>Mr. D. Milner</p>
<p>6</p>	<p><u>Notice By-Law Amendments.</u> The By-Law requires that directors be provided 21 days of notice of proposed By-law amendments. Directors attending the BOD are deemed, by their presence, to have been provided the required notice.</p>	<p>Mr. D. Levesque Mr. S. Boire</p>

Mr. Marc Aube and Mr Kevin Lee were the only director not in attendance, and he waived in writing the requirement for 21 days' notice.

Amendments to Guild By-Law

Two proposed amendments to the Guild By-Law were approved unanimously by the Directors for submission to the Charities Division of CRA for consideration, as follows:

Paragraph 45.4 Chief Financial Officer. The Chief Financial Officer (CFO) shall be a Director. As the top financial position in the Corporation the CFO shall provide leadership, operational oversight, and system coordination of the Corporation's financial services and act as the general business advisor to the Board. This duty is achieved by overseeing the financial functions of planning, budgeting, risk management, and record-keeping; ensuring financial reporting and compliance with Canada Revenue Agency (CRA), Corporations Canada and the applicable Ontario Legislation and regulations for charities; and ensuring financial books and records are maintained in a secure digital format that is accessible to the Board, auditors, and the CRA.

Paragraph 54, Approval of Amendments. As shown immediately below, the following statement was added to paragraph 54 of the By-Law to reflect the need for CRA approval for changes to the By-Law, as follows:

Although it is permissible to immediately implement By-Law amendments that have been approved by the Members and Directors, as the Corporation is a registered charity with CRA, final approval of any By-Law changes by CRA is required.

Note: The insertion of the duties and responsibilities of the CFO into sub-paragraph 45.4 will require the following editorial changes to the By-Law:

Sub-paragraph 45.5 shall now be dedicated

	<p>exclusively to the duties and responsibilities of the Secretary-Treasurer, with the text unchanged from what was previously described in the By-Law paragraph 45.4; and</p> <p>Existing sub-paragraphs 45.5 and 45.6 shall be re-numbered 45.6 and 45.7 respectively, the text of each remaining unchanged.</p> <p>Appointment of Officers (By-Law Section 32)</p> <p>In accordance with By-Law Section 32, it was moved by First Vice President, Mr. Denis Levesque, seconded by the Secretary-Treasurer, Mr. Steve Boire, and approved unanimously by the Members that Mr. Paul Riganelli be appointed for a term of three years as an Officer of the Guild and Chief Financial Officer.</p>	
7	<p>Committee Update.</p> <p>Mr. J. Ferron suggested that a larger financial reserve should be accrued to allow the executive increased flexibility to better support RFAC.</p> <p><u>Investments</u></p> <p>Mr. Jeff Hall updated and provided overview of the Guild's investment portfolio. Guild investments have increased – however Mr. Hall detailed that the beginning of the year our investments may see a dip, but a strong second half of the fiscal year is forecasted.</p> <p><u>Quality of Life</u></p> <p>Mr S. Larouche outlined a plan to increase donations from Y-007. He further stated RFAC has been well received.</p> <p><u>History and Heritage</u></p> <p>Mr. T. Skelding informed the Board that the on-line interactive map on The Regiment's participation in the Netherlands and Germany will be ready for 15 April 22 in time for Leeuwarden Day.</p>	<p>Mr. D. Levesque Mr. E. Kerckhoff</p>

	<p><u>Marketing</u></p> <p>President stated that we will require a marketer for the Guild.</p> <p>The website continues to be developed with Mr. J. Follwell and Kevin Langille, The Regimental Photographer. Initial launch is planned for two weeks after this meeting (22 Feb 22). Mr. J. Follwell explained that the website is not perfect yet, however the Guild will be establishing the beta version in order to allow feedback and iteratively improve the design.</p> <p>Mr Follwell further stated that the Guild Pins could be used as a marketing tool with the potential of having them tied to donation. For further discussion at next Executive meeting.</p> <p>Mr Follwell concluded with information pertaining to the updated Guild brochure. Brochure will be made available on the website for easy access. This availability to print and distribute at Regimental events will increase Guild awareness.</p>	
<p>8</p>	<p>New Business.</p> <p>Mr. D. Levesque presented the concept of development for the proposed Wall of Recognition.</p> <p>Initially, Mr Levesque outlined pricing and designs for the RCD Guild Wall of Recognition – all within budget at \$5041.32, with an additional \$1000 requested to cover unforeseen costs.</p> <p>Mr. D. Levesque further led a discussion on the phased approach and potential courses of action that could be implemented.</p> <p>Finally, a motion was raised to approve the Wall of Recognition concept which include donor levels, wood type, increase of funds (by \$1000), and to begin developing communications and marketing strategy of the wall of recognition.</p>	<p>Mr. D. Levesque Mr. D. Milner</p>

**Record of Decisions from
 Guild Quarterly General Meeting
 Held at 1330 hours on 13 April 2022
 Attendance was in person and by video teleconference hosted on MS Teams**

Persons In Attendance:

President	Mr. D. Milner
First Vice President	Mr. D. Levesque
Second Vice President	Mr. E. Kerckhoff
Secretary/Treasurer	Mr. S. Boire
Clerk	Mr. M. Edwards
Chief Financial Officer	Mr. P. Riganelli
Budget and Planning Officer	Mr. M. Frank

Directors:	Mr. S. Larouche
	Mr. D. Batten
	Mr. J. Nickerson
	Mr. T. Skelding
	Mr. Bill Fulton
	Mr. S. Curley
	Mr. D. Tremblay
	Mr. J. Follwell
	Mr. K. Lee

Observers:	Mr. J. Ring
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Scribes:	Mr. B.S. Preston
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Ser	Discussion/ Decision	Action by
1	<p>Opening Remarks.</p> <p>The President called the meeting to order, reviewed the agenda for this meeting, and confirmed a quorum was met. The President thanked Maj Joey Ring and significance to the Guild and Regimental Family of an effective Regimental Family Advisory Committee (RFAC). This committee is gaining momentum and it will prove to be an excellent means of determining quality of life requirements and how we can best support the Regimental family.</p> <p>The President further conveyed his thanks to Mr. Ferron for his excellent work as the Budget and Plans Officer and further thanked Mr. Frank for taking over as our new Budget</p>	Nil

	Plans Officer	
2	<p>Review 08 Feb 22 ROD.</p> <p>Mr. Fulton motioned to accept the Q2 GRCD Record of Decisions, seconded by Mr Levesque. Vote was conducted, motion passed unanimously to accept.</p>	Nil
3	<p>CFO's Quarterly Update.</p> <p>CFO briefed the budget for Q2.</p> <p>Discussion took place on whether the gym equipment recently donated by the Guild should be held by the Guild or The Regiment. Mr. Boire and Mr. Folwell will investigate a course of action with regards to gym equipment.</p> <p>Discussion was had to continue supporting the expansion costs of the gym in the future. No decisions was rendered. This topic will be further discussed at the AGM.</p>	<p>Mr. Boire Mr. Folwell</p>
4	<p>Governance Update.</p> <p>By-laws have been amended as per the previous ROD.</p> <p>Concern as to how to administer the 'Application for Financial Support' documents was discussed. Mr. Riganelli will investigate further.</p> <p>Mr. Fulton stated that the current orientation package for new Directors to the Guild could be greatly improved. Mr Fulton will develop a package with more substance. Mr. Folwell recommended a 'set process + checklist book' to further enable Director handover and operations.</p> <p>Payment of RCAC Association dues was discussed, with Mr. Folwell suggesting we spend NPF to cover the costs.</p> <p>More discussion required to determine the case for RCAC Association attendance being an overall benefit to the soldiers and The Regiment, topic was tabled for further discussion.</p>	<p>Mr. Riganelli</p> <p>Mr. Fulton</p>

<p>5</p>	<p>Committee Updates.</p> <p>No change to the business planning process for this year.</p> <p>Project 44 is still on schedule for completion, the Don White display is complete and being displayed in the new Regimental building, along with the recoilless rifle recovered from Afghanistan.</p> <p>President approves Guild brochures to be printed for communication and marketing. Guild stickers were also discussed, but tabled for now until more research into cost is done.</p> <p>Quality of Life and RFAC will now be working more closely together. Mr. Larouche is able to be a voting member of the RFAC while also providing funding on smaller line items when applicable through his QOL funds.</p>	<p>Mr. Nickerson</p>
<p>6</p>	<p>RFAC Update.</p> <p>Mr. Ring explains the cost of supporting 45 Dragoons along with 25 dependants in running the Spartan Race 28-29 May, with an additional race happening 18 June, with costs coming to \$6922 for supporting these competitors.</p> <p>President motioned to spend up to \$7000 in order to support the Spartan Race, seconded by Mr Riganelli. Accepted unanimously.</p> <p>Cadet bursaries were discussed in terms of budget as well as the criteria to qualify for these bursaries. It was agreed upon that \$500 is not enough, and should be pushed to at least \$1000 per unit with a potential for more if the Guild is doing well financially.</p> <p>Ultimately, Mr. Ring said he would come back with amended criteria for the bursary as discussed within the RFAC before a decision can be made.</p> <p>Mr. Lee motions to accept the increase to \$1000 per bursary per unit, seconded by Mr Nickerson. Accepted unanimously.</p>	<p>Nil</p>
<p>7</p>	<p>Wall of Recognition.</p> <p>Concerns about the personalization aspect of the plaques was discussed, along with the extra workload placed on The</p>	<p>Nil</p>

	<p>Regiment in the vetting process of the plaques. Simplifying would be cheaper and easier, however the argument was made that the personalization aspect of the plaques is one of the big draws for donors.</p> <p>The vetting process was amended to be done primarily through the Guild, and only brought to the RSM for final approval to mitigate the workload placed on The Regiment.</p> <p>No final agreement was reached on the definite content to be allowed on the plaques, but the Directors did decide on 2 lines for the text on the plaque.</p>	
8	<p>Friends of The Regiment Update.</p> <p>President thanks The Regiment, and appreciated the enthusiasm and professionalism displayed by soldiers during Friends of The Regiment.</p>	Nil
9	<p>Guild Distinguished Service Award.</p> <p>Nominations in to the Secretary before the June Guild meeting with the award to be presented at LLFTN.</p>	Nil
10	<p>Upcoming Events.</p> <p>RV '22 registrations required by next week.</p> <p>Change of Guidon scheduled for 15 June, TBC.</p> <p>Change of Command scheduled for 28 June, 2022.</p> <p>Monday, 20 June 22 at 1330hrs settled on for the next Guild meeting.</p> <p>Guild vehicle is now good to go, with 5 members who will be on the insurance.</p>	Nil

12	<p>Adjournment.</p> <p>The President called to close the meeting.</p> <p>Motion to adjourn by Mr. Nickerson, seconded by Mr. Fulton. Accepted unanimously.</p>	Nil
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Mr. S. Boire
 Secretary-Treasurer
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Mr. D. Milner
 President
 Approved Yes / No

**Record of Decisions from the Guild Board of Directors' Quarterly Meeting
Held on 20 June 2022
By Video Teleconference hosted on MS Teams**

Persons In Attendance:

Officers: **Mr. D. Milner, President**
Mr. T. Skelding, First Vice President (regrets)
Mr. N Forsyth, Second Vice President
Mr. S. Boire, Secretary/Treasurer
Mr. P. Riganelli, Chief Financial Officer

Directors: **Mr. S. Larouche**
Mr. D. Batten (regrets)
Mr. A. Fenton
Mr. J. Nickerson
Mr. M. Frank
Mr. B. Fulton
Mr. D. Tremblay
Mr. J. Follwell
Mr. K. Lee (regrets)
Mr. M. Aube (regrets)
Mr. R. Cameron

In Attendance: **Mr. J. Ring**
Mr. D. Levesque
Mr. E Kerckhoff

Scribes: **Mr. B.S. Preston**

Ser	Discussion/ Decision	Action by
1	<p>Opening Remarks.</p> <p>The President called the meeting to order, reviewed the agenda for this meeting, and confirmed a quorum was met.</p> <p>Mr. Leversque and Mr Kerckhoff received presentations for their service to the Guild as they end their tenure.</p>	Nil
2	<p>Review 13 Apr 22 ROD.</p> <p>The President motioned to accept the ROD from 13 Apr 22,</p>	Nil

	seconded by the CFO. Voted in unanimously.	
3	<p>Governance Update.</p> <p>Nil</p>	Nil
4	<p>CFO's Quarterly Update.</p> <p>The CFO provided an update on Guild finances up to the current date, however the quarter ends next week. An electronic copy of the full quarterly report will be made available at the end of the quarter.</p> <p>Investment strategy. After recovering some recent losses given the economic climate, the Executive will research efficient courses of action to transfer our investments during these economic times in order to safeguard them.</p>	Mr. Riganelli
5	<p>Committee Updates.</p> <p>Business Plan Update – Mr. M. Frank.</p> <p>Definition of The Regimental Family has been updated as per the previous QGM.</p> <p>Annex C of the business plan has been removed due to redundancy in having an unfilled tasks matrix when this can be achieved through regular coordination between directors.</p> <p>Line serials do not match up with Quickbooks. Coordination between Business Planner, CFO, and Treasurer in order to remedy this situation will be completed.</p> <p>History and Heritage – Mr. J. Nickerson</p> <p>Guild Property. 82mm Mortar from Afghanistan is now being displayed in the hallway of Y-137.</p> <p>Guild Archives. G-106 is not a permanent solution for Guild archives. Proposal from Mr. Nickerson in the works to modify guild storage in Y-137 to mitigate the loss of G-106 for archive storage.</p>	Mr. Nickerson

Historical Vehicles. Currently waiting on the Ferret and Staghound to be painted.

Comms and Marketing – Mr. J. Follwell

1000 Guild brochures printed, 200 have been left with The Regt for distribution. 600 Guild pins and 1000 Guild stickers will be available for Guild advertising as well.

Mr. Follwell suggested looking at expanding the comms and marketing team to include a Social Media Rep and an Association Rep to bolster our social media presence.

Next addition is to the Guild website will be an online archives feature. This will allow people to access/research any archives on the website.

Mr. Levesque recommended looking into the use of QR codes that could be posted around The Regiment for quick access and advertising for the Guild website. No vote conducted, still in planning stage.

Quality of Life – Mr. S. Larouche

\$3000 set aside for the Iron Warrior team.

Possible initiative to ensure Wifi/Cel reception is provided to Y-137, specifically the soldier's rest easy. No vote conducted, still in planning stage.

RFAC – Mr. J. Ring

Proposal in the works to upgrade the outdoor area for F-16. Potential for a moveable gazebo. Initial cost estimates are at around \$600-\$800. Mr. Larouche added that it may not be only RCD in F-16 in the near future, for consideration. No vote conducted, still in planning stage.

The RFAC is interested in supporting an official RCD combat fitness team after winning that event at the brigade sports competition. This would include \$1300 in support - \$1000 for team t-shirts and \$300 for disposable materials (chalk, specific gym equipment, etc.). No vote conducted, still in planning stage.

Mr. Follwell

Mr. Ring

	<p>There are 8 picnic tables around Regiment that need replacing. No vote conducted, still in planning stage.</p> <p>Interest from the ranks shown in running an all ranks ball for LLFN now that COVID restrictions are lifting. No vote conducted, still in planning stage.</p> <p>Potential to provide gifts for retiring dragoons with 25 years of service. This would include the caveat that they served at least five years in Petawawa or C Sqn. Looking at a mini-medallion with both the RCD and guild insignias on either side. Tracking will be very difficult taking this on. No vote conducted, still in planning stage.</p>	
6	<p>Guild Distinguished Service Award.</p> <p>We currently have three names for consideration for this award and we are two years behind.</p> <p>B.J. Forsyth was voted on unanimously to receive the GDS Award.</p> <p>Mr. Levesque was voted on unanimously to receive the GDS Award.</p> <p>Kevin Langille was voted on unanimously to receive the GDS Award.</p>	Nil
7	<p>Cadet Bursary Update.</p> <p>Bursaries will be recognized at LLFN.</p> <p>The President read a thank you note from a previous recipient of a Guild bursary, outlining how much the bursary aided him in getting an education and making it through his degree.</p>	Nil
8	<p>Wall of Recognition Update/Retirement Gift.</p> <p>Mr. Follwell proposed creating larger posters advertising the guild and all of its social media accounts. Mr. Fenton suggested we can add the QR codes to these as well. No vote conducted, still in planning stage.</p>	Nil

9	<p>New Business</p> <p>The President discussed the need to start planning for Leleifontein 2025 (125th anniversary) and for Leeuwarden 2025 (80th anniversary). He is looking for an inclusive Regt Family team to explore options and develop the plan(s). It need not be the same team doing both events but would need to coordinate closely. The President called for ideas from the Board of Directors by the next meeting.</p>	Nil
10	<p>Upcoming Events.</p> <p>Change of Command mess dinner – Saturday, 25 June 22 Change of Command parade – Tuesday, 28 June 22 Henry Sampson – Friday, 22 July 22 Corps BBQ – Saturday, 23 July 22 Next Guild Meeting – Tuesday, 1 November 22</p>	Nil
11	<p>Adjournment.</p> <p>The President called to close the meeting.</p> <p>Motion to adjourn by Mr. Larouche, seconded by Mr Boire. Accepted unanimously.</p>	Nil

Mr. S. Boire
Secretary-Treasurer
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Mr. D. Milner
President
Approved – Yes/ No

**Record of Decisions from the Guild Board of Directors' Meeting
Held on 4 November 2022
By Video Teleconference hosted on MS Teams**

Persons In Attendance:

Officers:
Mr. D. Milner, President
Mr. T. Skelding, First Vice President
Mr. N Forsyth, Second Vice President
Mr. S. Boire, Secretary/Treasurer
Mr. P. Riganelli, Chief Financial Officer

Directors:
Mr. C. Leblanc
Mr. J. Nickerson
Mr. M. Frank
Mr. B. Fulton
Mr. J. Follwell
Mr. K. Lee (regrets)
Mr. M. Aube
Mr. R. Cameron
Mr. A. Fenton

Scribes: **Mr. A. Fenton**

Ser	Discussion/ Decision	Action by
	<p>Opening Remarks.</p> <p>The president called the meeting to order, reviewed the agenda, and confirmed that a quorum was met. The president spoke to LFN week and the changes in line with the COVID environment within the Regt. The president updated the members on the transfer of investments from Manulife to TD Bank as being complete. The president announced the addition of the new Fundraising Committee Director Ms. Rowena Williams. The president closed by assigning the task of the new Guild Strategy (due 2024) to himself and Mr Frank.</p>	<p>Mr Frank and Mr Milner</p>
	<p>Review 20 June 22 ROD.</p> <p>Mr Skelding motioned to accept the 20 June 2022 Record of Decisions, seconded by Mr Forsyth. Vote was conducted,</p>	

	<p>motion passed unanimously to accept.</p>	
	<p>CFO’s Quarterly Update.</p> <p>CFO briefed the budget and updated members of the investments now held exclusively through TD bank.</p> <p>Mr Follwell asked if we should add to the principal amount, and the CFO recommended rolling profits into more GICs if not needed for spending.</p> <p>Mr Milner asked the board for opinions on the amount held in the chequing account (currently \$220 000) is too high. CFO recommended reducing the chequing account by \$100 000 and putting the \$100 000 into more GICs.</p> <p>Mr Fenton motioned to reduce the chequing account by \$100 000 and invest the \$100 000 into more GICs, seconded by Mr Boire. A vote was held and the motion passed unanimously to purchase a further \$100 000 of GICs.</p>	<p>Mr Riganelli</p>
	<p>Governance Update.</p> <p>A proposal was introduced to split fundraising and awareness into two separate committees. Mr Follwell motioned to split fundraising and awareness into two separate committees, Mr Nickerson seconded. A vote was held and the motion passed unanimously.</p>	<p>Mr Follwell / Mr Fulton</p>
	<p>Committee Updates.</p> <p>Business Plan Update – Mr. M. Frank. The Business plan is going to be adjusted in terminology IOT align better with the line items in Quick books.</p> <p>Strategy document is possibly missing a link document to long term business plan, to be investigated further.</p> <p>Quality of Life – Mr. C Leblanc</p> <p>Recommendation to have a line item dedicated to the gym annually in next year’s budget of \$10 000 for maint and repairs. Plan will be discussed at GRCD Exec (06 Dec 22)</p> <p>Sgt D Summer camp has not been awarded since its inception. RFAC to develop Sgt D summer camp grant guidelines</p>	<p>Mr Leblanc</p>

	<p>Concerns were raised WRT the business registry advertising, to be investigated and assessed further prior to implementation.</p> <p>History and Heritage – Mr Skelding and Mr. J. Nickerson</p> <p>The Regt’l monument in Gagetown will be repatriated soon, method and mode of transport still being investigated.</p> <p>The Mulholland family is looking to donate a WW2 era wrecker in full working order to an appropriate recipient. More information will be required prior to making a decision.</p> <p>Assessments on going for the restoration and display of regimental artifacts. Monument vehicles to be repainted this spring, work has begun of a few.</p> <p>Cadet LOs are going to confirm the status of Cadet corps Regt’l scarlets.</p> <p>Fundraising – President</p> <p>Ms. Rowena Williams will be joining the board prior to the next meeting as the Fundraising Committee Director.</p> <p>A 50/50 at the Regt’l gala was floated as an idea but requires more investigation.</p> <p>New Potential Patron candidate was discussed and consultations are ongoing.</p>	<p>Mr Skelding</p>
	<p>Wall of Recognition Update.</p> <p>Good progress being made at having the plaques added to the wall.</p> <p>The president is looking for ideas to provide recognition on the wall for non-monetary support.</p>	
	<p>New Business</p> <p>As an outreach item there was a suggestion to develop a package for retiring Dragoons that clearly lays out the</p>	

	<p>supports available from the guild as well as a list of contacts for the RCD association.</p> <p>Discussion is ongoing WRT evolving the Board to be less focused on serving members while at the same time retaining the contact with Regt'l leadership at the senior levels.</p>	
	<p>Upcoming Events.</p> <p>Change of Guidon – 9 December 2022 Regimental Birthday – 21 December 2022 Next Guild Meeting – 08 February 23</p>	
	<p>Adjournment.</p> <p>The president closed the meeting.</p> <p>Motion to adjourn by Mr. Fenton, seconded by Mr. Boire. Accepted unanimously.</p>	

Mr. S. Boire
Secretary-Treasurer
Distributed and Archived

Mr. D. Milner
President
Approved – Yes / No