

# Air Cadet Foundation

## Annual General Meeting

December 3, 2008  
BC Provincial Committee office  
Boundary Bay Airport



**Attendance: Geoffrey Johnston, Doug Sutherland, Tom Holland, Gladys Jarvie  
Stanley Horton, Jack Henwood. (Ilona Turra, CAO/Minutes)**

- 1) Meeting called to Order 8:30 pm
  - 2) Declaration of Quorum – All members present.
  - 3) New Items and Approval of Agenda , accepted as presented.
  - 4) Approval of the Minutes of the December 2007 AGM for the Air Cadet Foundation..
  - 5) Business arising:
    - a. Charity Tax Status – Jack has completed and sent in the application for the Charity tax status number for the Air Cadet Foundation.  
It is now with Canada Revenue Agency and should be completed fairly soon. It can take up to 6 months to complete.
    - b. Until the Charity Tax Number is received, we can't take any donation for the foundation, nor can we give out Tax receipts.
  - 6) Financial Report – Jack Henwood
    - a. Financial report was presented by Jack Henwood, see attached copy.
    - b. Jack brought up the question of signing authorities for the AC Foundation.  
To be addressed under new business.
  - 7) Approval of Financials: Geoffrey asked for the approval of the financial, Tom Holland moved to approve the financial statement presented by Jack.  
All in Favor – Passed.
  - 8) Budget: It was agreed by all Directors to “forego” the budget for 2008/2009.
  - 9) New business:
    - a. Tom moved to accept Jack Henwood as a member of the Air Cadet Foundation, all in favor – passed.
    - b. As pointed out by Jack, Check signing authorities on the AC Foundation account are needed.  
Tom Holland moved to appoint Geoffrey Johnston, Jack Henwood and Gladys Jarvie to sign onto the account to sign checks. Any two of these Directors are authorized to sign checks.
    - c. Doug suggested that once the Charity tax number is received, an information package be put together on Plan Giving for the Foundation. Geoffrey plans to work with the Foundation in the future on this project.
- Discussion

- 10) Nomination: Geoffrey Johnston called for nominations from the floor, the following Names were put forward by Geoffrey:  
Geoffrey Johnston  
Doug Sutherland  
Tom Holland  
Stanley Horton  
Gladys Jarvie

Any other nominations  
Any other nominations  
Any other nominations  
Called 3 times, nominations declared accepted.

The board of directors has been elected.

- 11) Next Meeting of the Air Cadet Foundations will be at the Call of the Chair.

Meeting adjourned 8:55 pm

Minutes prepared and submitted by



---

Ilona Turra  
CAO/ BC Provincial Committee



---

Geoffrey Johnston,  
Chair  
Air Cadet Foundation