



**CANADIAN LIFEBOAT INSTITUTION
MINUTES OF DIRECTORS' MEETING**

9 December 2021 at 1500,
ZOOM

Attendees: Bob McIlwaine, John Swann, Mike Armstrong, Brian Cook, Ken Lewis, Kevin Irvine, Peter Pang

A quorum was declared.

Item 1 - Adoption of Minutes of Directors' Meeting of 24 November 2021. Moved John Swann, seconded by Brian, to approve as distributed. CARRIED

Item 2 - Matters Arising from the Minutes:

- Bob reviewed the Minutes: CLI still awaiting decisions on applications for Gaming funds;

Item 3 - Christmas Dinner tonight: Bob briefly described the dinner, including invited guests, as Svein and Kathy Stokke; and, Phil Young, senior VP from Canfisco and his wife.

Item 4- Correspondence:

- No significant new correspondence since last meeting

Item 5 - Financial - Treasurer:

- Peter reported no significant change from the last meeting; no word from Gaming yet. He has paid the latest bill from Steveston Harbour Authority.

Item 6 - COVID update:

- Brief discussion. CLI will continue to authorize at sea training and operations given the present safety considerations; all crew members must have both vaccinations.

Item - DELTA Lifeboat refit:

- CLI has received the first invoice from Commodore's: \$26,920.74 (\$17,000 for labour; \$6,081 for materials. Apart from the estimated work, other deficiencies have been found and worked on, particularly rot in the aft, outer part of the main cabin (shower stall).
- John estimates that the work will continue for at least 3 more weeks.
- Brian noted that Gaming has not yet decided on our minor capital grant application [note the email chain appended to the Minutes]

Item 7 - FRASER Lifeboat -

- Mike Duff and John Oystensen installed the new helm pump and steering wheel, and then purged air. The system works well, and steering is 100% again.
- The RAYMARINE radar dome is u/s. John O removed it and took to Rigel Marine (Anasur Khan) for analysis and repair or ordering of parts.

Item 8 - The Sea Cadet Project:

- Ken Lewis's notes will be distributed to Board members for review.
- Bob reported that King Wan will join CLI and has been invited to superintend the development and implementation of the plan to have senior Sea Cadets join CLI as individual, "junior" members, in order to undergo their sea training program
- Brian proposed and John seconded the motion to proceed with the development of this program, early in the new year.

Item 9 - The Matrix

- Further discussion on the Matrix. Kevin will create an Excel version. All Board members invited to offer further comments and suggestions for the creation of a comprehensive design which will encompass all CLI financial considerations, not just maintenance/repairs and operations.

Item 10 - Next meeting

- Thursday 12 January 2022 at 1600 on ZOOM

Item 11 - Adjournment: 1550

- As there will be several expenditures during December, this meeting is adjourned in case the Board may be needed to deal with motions to transfer monies from the Gaming Account and the Special Account into the General Account for raising cheques.
[Note: 3 motions were proposed on 17 December; see below]

Item 12 - Motions:

- Attached is the email from Brian Cook to all Board Members on 17 December, describing the financial situation for CLI and proposing the following motions:
Motion 1 - moved by Brian, seconded by John, to transfer \$13,000 from the Gaming Account to the General Account. APPROVED
Motion 2 - moved by Brian, seconded by John, to transfer \$16,400 from the Savings-Acquisition Account also into the General Account. APPROVED
Motion 3 - moved by Brian, seconded by John, to approve the work estimate by Commodore's of \$5,500 + tax for repairs on the port side just below the rubbing strake [email attached]. APPROVED

Item 13 - Meeting closure:

- This meeting of the Board, which included the above email communications concerning the 3 motions, is closed on 24 December at 1200 .

R.H. McIlwaine
President and Chair of Board