

**Minutes of the 17th Meeting
of the
ROYAL CANADIAN AIR FORCE ASSOCIATION TRUST**

**Held During
THE 48TH NATIONAL ANNUAL GENERAL MEETING
OF THE
AIR FORCE ASSOCIATION OF CANADA**

**at
Ottawa, Ontario
1030 hours, 11 October, 1996**

Participants.

Ron Button	Chairman
Harry Jacks	Trustee
Ed Walker	Trustee
Bill Church	Trustee designate
Bob Tracy	Secretary/Executive Director
Christina Handler	Comptroller
Absent Syd Burrows	Trustee

ITEM	SUBJECT	ACTION
17.1	<p>Convening</p> <p>1. The Chairman welcomed all present and expressed appreciation for Trustee support since the last meeting. He also referred to his update on Trust activities, dated 19 January 1996.</p> <p>2. The Chairman expressed appreciation, for the support of Syd Burrows and regretted the latter's departure from the Trust. The Chairman welcomed a new Trustee Bill Church, and Trustees agreed that Bill should be a full voting member at these deliberations.</p>	<p>(Annex A)</p>

ITEM	SUBJECT	ACTION
17.2	Approval of Minutes	
	3. It was moved by H. Jacks, seconded by E. Walker, that the minutes of the 16th Meeting of the RCAFA Trust held in Edmonton, Alberta, 6 October, 1995 be approved	<i>Carried</i> (Annex B)
17.3	Approval of Financial Statement for FY 95/96 dated 30 Jun 96	
	4 It was moved by W. Church, seconded by H. Jacks that the Trust financial statement, as presented to the 48th AGM, Ottawa, Ontario 1996 be approved.	<i>Carried</i> (Annex C)
17.4	Business from previous Minutes	
	5. The Chairman advised that one item for action resulting from previous Trustee deliberations remained outstanding. This pertains to a proposed offsetting grant, to the RCAF Memorial Museum for regalia purchase, in the amount of \$300 00	
	6. Trustees approved that this item be removed as a Trust liability pending a future request from the Executive Director. A grant to the RCAF Memorial Museum, relating to regalia purchases, will be reconsidered when firm details are available.	C. Handler R. Tracy
17.5	Update on FY 95/96 Activities	
	7. Trustees acknowledged written approval for the following discretionary grants during FY 95/96:	
	a) \$350.00 to the Canadian Memorial Hangar Fund, Yorkshire Museum, and b) \$300 00 to the Halifax Restoration Fund, and telecon approval for: c) \$300.00 to the Bomber Command Association.	
	8 The Chairman reported that during FY 95/96 the Trust disbursed \$19,862.00 in designated donations and \$1,350.00 from discretionary funds.	

9. The Chairman reported that the Capital Investment of the Air Cadet 50th Anniversary Trust Fund of the RCAF Association, is now \$75,000.00. In FY 95/96 \$10,000.00 of designated donations were added to the Capital Investment and \$1,923.00 were used to augment the 1995 Continuation Flying Training Awards (CFTA). 110 CFTA have been presented to deserving Air Cadets across Canada since 1991 and funds are available for 23 Association awards in 1996.

10. Trustees were briefed on a proposal from 600 Wing, Regina, which currently comprises a \$500.00 donation held "in trust" within the Trust. Accordingly, the Trust minimum balance will be retained at \$20,500.00.

C. Handler

11. Trustees acknowledge the very generous non-designated donation of \$800.00 on 25 March 1996 from Stan Nichols, Regional Director, Central.

17.6

New Business

12. Trustees acknowledged the donation, at this AGM, of \$10,000.00 from 484 Wing, Fort Erie. \$5,000.00 are designated for the Army Cadet Corps sponsored by 484 Wing (they also sponsor 2 Air Cadet Squadrons) and \$5,000.00 are designated to the Air Cadet CFTA. The Capital Investment in our CFTA program is now \$80,000.00.

C. Handler

13. Trustees also acknowledged a donation, at this AGM, of \$150.00 from Reg Baldwin, Regional Director, Western, in memory of his wife, Gulla. This donation is also designated to the CFTA.

C. Handler

14. The Chairman reported that \$2,000.00 of discretionary funds were available for Trustee considerations. Trustees approved the following grants:

- | | | |
|----|--|------------|
| a) | \$100.00 to the RCAF Memorial Museum for an "AD ASTRA STONE" in memory of ACM L. Breadner, | C. Handler |
| b) | \$100.00 to the Normandy Foundation, | C. Handler |
| c) | \$200.00 to the Yorkshire Air Museum, | C. Handler |
| d) | \$200.00 to the Western Canada Aviation Museum, | C. Handler |
| e) | \$300.00 to the RCAF Memorial, St. John, New Brunswick, | C. Handler |
| f) | \$200.00 to the Benevolent Fund, | C. Handler |
| g) | \$300.00 to the Halifax (Restoration) Aircraft Association, | C. Handler |
| h) | \$200.00 to the Canadian Warplane Heritage, and | C. Handler |
| i) | \$400.00 to the Air Cadet League (CFTA program) | C. Handler |
| | Total \$2,000.00 | |



Royal Canadian Air Force Association Trust

Nationally Registered to raise and disburse funds in support of charitable programs.

CP/PO Box 2460, Str. "D" Ottawa, ON K1P 5W8 (613) 996-2186 FAX: (613) 995-2196

FILE: 6601-1

19 January, 1996

Trustees,
RCAFA Trust,
Air Force Association of Canada.

Dear Colleagues:

Best wishes for 1996. Herewith an update on RCAFA Trust activities since our last meeting, in Edmonton, 06 October, 1995.

Designated donations to the Air Cadet 50th Anniversary Trust Fund of the RCAF Association (Continuation Flying Training Awards) continue to dominate Trust activities. During the period 01 Jul 95 to 31 Dec 95 \$10,423.00 in designated donations were passed to the Air Cadet League. Our capital investment has been established at \$75,000.00 and 110 CJA have been distributed to deserving Air Cadets across Canada, since 1991. We require interest of \$6,000.00 annually to provide 20 x \$300.00 awards.

② Since 01 Jun 96, an additional three donations (in memory of Gulla Baldwin, P. De Smedt, and 428 Wing Peterborough) in the amount of \$1,350.00 have been designated to the CJA program.

To Date, \$1,300.00 (three donations) have been designated to the Halifax Aircraft Association restoration program at the RCAF Memorial Museum at Trenton. A designated donation of \$339.00 (from Allison and Hayward) went to the RCAF Museum in Brandon, and \$300.00 went to two designated Air Cadet Squadrons in Winnipeg.

We (trustees) approved three grants in October. The NCA grant of \$300.00 was actioned by our Immediate Past National President at the NCA annual meeting,

The \$100.00 grant to renew our Associate membership in the Normandy Found'n was actioned in early Jan 96. The \$300.00 grant to the RCAF Memorial Museum has not been disbursed and awaits completion of the AFPL regalia inventory account.

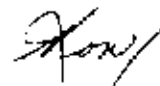
In summary, to date, in FY 95/96 the RCATA Trust has disbursed \$ 13, 712 .00 in designated donations and \$400.00 in approved grants. One approved grant of \$300.00 remains a liability.

As of 15 Jan 96, we have \$623.00 available for trustee consideration and I suggest we can disburse \$650.00 and still remain above the directed balance of \$20,000.00.

You may recall that there was a solicitation package available for each delegate, in Edmonton, on behalf of the Allied Air Forces Memorial, Yorkshire Air Museum-Canada Branch in support of the Canadian Memorial Hangar Fund. I have been contacted by several of the Patrons - Distinguished RCAF members all, and solicit your support for a donation from the RCATA Trust to this very worthy cause. Options include a \$50.00 annual membership fee or a one time donation of \$350.00 for life membership. I propose the latter to avoid any ongoing commitment. This donation has been made possible by individual donations from two trustees and one member-at-large. Subject to your approval we will have a further \$300.00 resulting from accumulated interest.

My choice would be a \$300.00 grant to the Halifax restoration Fund. Once again, I request your comments on these proposals to facilitate appropriate action. I will relay trustee comments before taking further action.

I hope to hear from you soon. Meanwhile, warmest regards, and
Per Andua Ad Astra,



Ron Button,
Chairman, RCATA Trust.

Distribution:

S. Burrows
E. Walker
H. Tacks
Sam Sayle (in'o)

Minutes of the 16th Meeting
of the
ROYAL CANADIAN AIR FORCE ASSOCIATION TRUST
Held During
THE 47TH NATIONAL ANNUAL GENERAL MEETING
OF THE
AIR FORCE ASSOCIATION OF CANADA
at
Edmonton, Alberta
1500 hours, 06 October, 1995

Participants:

Ron Button	Chairman
Syd Burrows	Vice-Chairman
Ed Walker	Trustee
Harry Jacks	Trustee
Bob Tracy	Secretary/Executive Director
Sam Sayle	Comptroller

ITEM	SUBJECT	ACTION
16.1	<p>Convening</p> <p>1. The Chairman welcomed all present and expressed appreciation for Trustee support since the last meeting. He also referred to his updates on Trust activities, 3 Jan 95 and 17 Mar 95, prepared for NEC meetings.</p>	
16.2	<p>Approval of Minutes</p> <p>2. It was moved by H. Jacks, seconded by E. Walker, that the minutes of the 15th Meeting of the RCAFA Trust held in Kingston, Ontario, 4 October, 1994 be approved, subject to the following amendments:</p> <p>a) 15.3 To read <i>30 Jun 94 vice 30 Jan 94.</i></p> <p>b) 15.5 Para 10 (b) to read <i>sixth such donation vice fifth</i> <i>Carried. (Annex A)</i></p>	

**16.3 Approval of Financial Statement for
FY 94/95 dated 30 Jun 95**

3. It was moved by S. Burrows, seconded by H. Jacks that the financial statement of the Trust as presented to the 47th AGM, Edmonton, October 1995 be approved.

Carried (Annex B)

16.4 Business from previous Minutes

4. (15.1) The Chairman advised that Warren Hunt officially resigned, as a Trustee, 10 February, 1995 and that Warren's lengthy and significant service to the Trust had been acknowledged.

5. 15.4 (6) The Chairman advised that the donation of \$985.00 held in trust for 451 (Norway) Wing was released to the Air Cadet League, 4 Jan 95, and that the minimum balance to be retained in the RCAFA Trust is once again \$20,000.

SAYLE

6. 15.5 (8) The Trust financial statement is no longer included in the combined statements of AFAC and AFPL.

7. 15.5 (9) \$16,000 of Trust assets are now invested in term deposits.

8. 15.5 (13) The inventory of regalia items destined for the RCAF Memorial Museum is not yet complete. Under new business Trustees will be asked to donate 300.00 to the Museum to facilitate the purchase, in kind, of AFPL regalia.

16.5 Update on FY 94/95 Activities

9. During FY 94/95 the RCAFA Trust disbursed \$7,550.00 in designated donations to the Air Cadet Continuation Flying Training Awards. (CFTA)

10. Through a commendable initiative by Bob Tracy, Executive Director, a solicitation package to Association Life members resulted in sixty donations (to date) and a total of \$3,865.00 for the CFTA program. These funds will be disbursed to the Air Cadet Trust during FY 95/96.

SAYLE

11. Since 1991 the Air Cadet 50th Anniversary Trust Fund of the RCAFA has produced 90 CFTA and 20 additional awards are anticipated in 1995.

12. With the prior approval of Trustees Associate Membership in the Normandy Foundation was renewed 20 February, 1995 with a donation of \$100.00.

16.6 New Business

13. Trustees approved a grant of \$300.00 to the National Council of Veteran Associations in Canada (NCVA) to be presented by the AFAC representative at the NCVA Annual meeting in October, 1995.

Moved by H. Jacks, seconded by E. Walker.

Carried

SAYLE
McMAHON

14. Trustees approved a grant of \$300.00 to the RCAF Memorial Museum to offset a regalia purchase by the Museum from AFPL. Moved by S. Burrows, seconded by Jacks.

Carried

TRACY

15. Trustees approved renewal in 1996 of Associate membership in the Normandy Foundation in the amount \$100.00. Moved by E. Walker, seconded by S. Burrows.

Carried

SAYLE

16. Trustees acknowledged a donation from 484 Wing, in the amount of \$5,000.00 designated for the Air Cadet CFTA. 484 Wing has donated \$11,000.00 to this program since 1989. A most commendable achievement.

SAYLE

17. Trustees acknowledged a donation collected from delegates at the AGM, in Edmonton in the amount of \$125.00. These funds were designated by the ladies responsible for the collection, to the Air Cadet CFTA program.


SAYLE

16.7 Adjournment

18. The meeting was adjourned at 1600 hours. Moved by H. Jacks, seconded by S. Burrows.

Carried


Ron Burton, Chairman


Bob Tracy, Secretary

ROYAL CANADIAN AIR FORCE ASSOCIATION TRUST

FINANCIAL STATEMENT

JUNE 30, 1996

AUDITORS' REPORT

To the Trustees of
Royal Canadian Air Force
Association Trust

We have audited the statement of financial position of Royal Canadian Air Force Association Trust as at June 30, 1996 and the summary of transactions and balance of trust for the year then ended. This financial statement is the responsibility of the Trust's management. Our responsibility is to express an opinion on this financial statement based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many charitable organizations, the Trust derives revenue from contributions the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of this revenue was limited to the amounts recorded in the records of the Trust and we were not able to determine whether any adjustments might be necessary to contributions revenue, assets and balance of trust.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the contributions referred to in the preceding paragraph, this financial statement presents fairly, in all material respects, the financial position of the Trust as at June 30, 1996 and the results of its operations for the year then ended in accordance with generally accepted accounting principles.

McCay, Duff & Company
Chartered Accountants.

Ottawa, Ontario,
September 6, 1996.

McCay, Duff & Company

CHARTERED ACCOUNTANTS

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G. WARREN TRICKEN, B. COMM, CMA

ROBERT D. SHANZ, BA, CHA, CMA

CHIEF ACCOUNTANT: ELIZABETH E. MCCONNELL, CMA




ROYAL CANADIAN AIR FORCE ASSOCIATION TRUST
 STATEMENT OF FINANCIAL POSITION AS AT JUNE 30, 1996 AND
 SUMMARY OF TRANSACTIONS AND BALANCE OF TRUST
 FOR THE YEAR ENDED JUNE 30, 1996

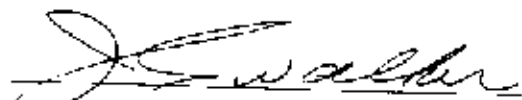
CURRENT	ASSETS	1996	1995	1994
Cash		\$ 5,985	\$ 7,802	\$14,980
Cash held for SOC Wing		500		
Term deposits		16,000	16,000	5,000
Accrued interest receivable		336	496	185
		<u>\$21,921</u>	<u>\$24,298</u>	<u>\$27,165</u>

SUMMARY OF TRANSACTIONS AND BALANCE OF TRUST

BALANCE OF TRUST - BEGINNING OF YEAR		\$24,298	\$21,165	\$22,895
Contributions				
Individuals		2,460	4,240	100
484 Wing (for Cadet Squadrons)		6,000	-	-
494 Wing (for Flying Scholarship)		5,000	1,000	-
428 Wing (for Flying Scholarship)		1,000	1,000	-
P/O Steel's Memorial (for Flying Scholarship)		1,333	-	-
412 Wing (for Halifax Aircraft Assoc.)		1,000	-	-
500 Wing (for Hold)		500	-	-
Life Members (for Flying Scholarship)		500	-	-
AFAC Memorial to Mrs. Baldwin		150	-	-
426 Squadron Assoc. (for Flying Scholarship)		-	5,000	-
451 Wing Project		-	-	985
Lugo Watch		-	-	216
Individuals (for 5 I.T.S. Plaque)		-	-	200
Alberta group raffle		-	-	150
Interest		892	563	419
		<u>43,133</u>	<u>32,968</u>	<u>24,965</u>
Disbursements				
Grant to Flying Scholarship Trust		1,923	2,550	1,050
Grant to Normandy Foundation		100	100	200
Grant to RCAF (ACI) Scholarship Trust		10,000	5,000	-
Grant to 2966 Arm Cadet Squadron		3,000	-	-
Grant to Halifax Aircraft Association		1,500	-	-
Grant to 537 Allan Troup A.C. Squadron		1,500	-	-
Grant to 23 Optimist A.C. Squadron		1,500	-	-
Grant to Yorkshire Air Museum		350	-	-
Grant to Commonwealth Air Training Plan Museum		339	-	-
Grant to National Council of Veterans Association		300	-	-
Grant to Bomber Command Association		300	-	-
Grant to 176 A.C. Squadron (Winnipeg)		150	-	-
Grant to 220 A.C. Squadron (Winnipeg)		150	-	-
Grant to 451 Wing's Project		-	985	-
Grant to J. Rankin-Lowe Publication		-	-	850
Grant to Bomber Harris Trust		-	-	500
Grant to RCAF Benevolent Fund		-	-	325
Grant to RCAF Memorial Museum		-	-	100
Grant to Western Canada Aviation Museum		-	-	275
Grant to 5 I.T.S. Plaque Installation		-	-	200
Grant to 832 (Dwillick) A.C. Sqdn.		-	-	100
Bank charges		-	35	-
		<u>\$21,921</u>	<u>\$24,298</u>	<u>\$21,165</u>
BALANCE OF TRUST - END OF YEAR				

Approved on behalf of the Trust:


Trustee


Trustee

ROYAL CANADIAN AIR FORCE ASSOCIATION TRUST

NOTE TO FINANCIAL STATEMENT

JUNE 30, 1996

1. PURPOSE OF TRUST

The Trust is a subsidiary of the Air Force Association of Canada, created in accordance with the Trust Agreement, that is responsible for raising and distributing funds at the National level for the Association charitable programs. The Trust is a registered charitable organization.