

Kyrenia Club Jr Ranks' Mess
146 Nicklin Parade Square,
Garrison Petawawa, Ontario
K8H 2X3

5545-1 (Mess Manager)

Apr 2025

Distribution List

KYRENIA CLUB JR RANKS' MESS GENERAL MESS MEETING HELD AT Y-101 VICTORIA HALL ON 28 MARCH 2025

ATTENDANCE

PMC	MCpl Hans-Christian Brasche	450 THS
VPMC	MCpl Simon Thomas	1 RCR
Finance Rep	Cpl Frank Liou	1 CFH
Sports Rep	Cpl Andrew McIntosh	2 Svc Bn
Food Service Rep	S1 Victoria Traill	2 CMBG HQ & SIGS
Finance 2 IC	Pte Meagan Strachan	3 RCR
Mess Manager	Diana Garrett-Power	PSP
Supervising Officer	WO Phil Guitard	4 CDSB

ITEM	ACTION BY
<u>CALL TO ORDER</u> 1. The meeting was called to order at 0931hrs. Quorum was established with 15% of the available membership present at Y-101 Victoria Hall.	PMC
<u>OPENING REMARKS</u> 2. a. The PMC welcomed all in attendance. The members of the executive committee, the Mess Manager and Supervising Officer were introduced. b. Those in attendance were requested to turn off their cell phones, stand and give their name, rank and unit when called upon and to be respectful to each other during discussion.	PMC
<u>ADOPTION OF THE PREVIOUS MINUTES</u> 3. The minutes of the General Mess Meeting held on 10 April 2024 were sent out to the membership by email for review. MCpl Beilstein motioned to adopt the minutes as read. Seconded by MCpl Smith. Motion carried.	PMC
<u>COMMITTEE REPORTS</u> 4. <u>Financial Report</u> – Cpl Liou presented the YTD 28 Feb 2025 financial report by Powerpoint. Encl. Annex A 5. <u>Entertainment</u> – SI Traill gave a detailed overview of the events and services offered by the Kyrenia Club in the last FY. 6. <u>Sports</u> – Cpl MacIntosh briefed the membership on sports related events and	Committee

<p>services offered by the Mess. In the last FY the Mess offered complimentary golf passes, subsidized Shots passes, subsidized ski passes, free Ottawa Sens ticket draws and the annual golf tournament and Superbowl party were held.</p> <p>7. <u>Housing</u> – MCpl Brasche presented a breakdown of completed and ongoing housing projects since the last GMM. Projects included new wall graphics, new patio furniture, gazebo assembly, mess clean-ups, table tops replacement and the purchase of new pool & dart equipment.</p>	
<p><u>OLD BUSINESS</u></p> <p>8. <u>L-105 Wall Graphics</u> – At the last GMM 10K was voted in to replace the graphics on the panels in the upper lounge. The PMC explained that the project is ongoing and that the vision is for a cohesive design. Any members wishing to volunteer to assist with the project were asked to be in contact after the meeting. Ongoing.</p>	VPMC
<p><u>NEW BUSINESS</u></p> <p>9. <u>Budget 2025/2026</u> – MCpl Brasche began the presentation by explaining that that the budget proposals was created by assessing the events and services that are most popular amongst the members. The bar operates as a separate business and is not funded by consumer sales.</p> <p>MCpl Brasche presented the proposed budget for the upcoming FY. The presentation included and 30K capital expenditure plan, the breakdown of mess dues (\$9/month), overall Mess expenses and revenues and a detailed review of the entertainment budget.</p> <ol style="list-style-type: none"> MCpl Humpries asked what the amount left the in the account will be after this years' deficit. The PMC estimated approximately \$270K. MCpl Noordyk inquired about non-military members attending TGIT's. The PMC explained that the Mess has a civilian associate membership and that members are permitted to bring a guest to the event. MCpl Noordyk asked if there was a way to very membership at these events. The PMC explained that the Mess doesn't have the resources to assign personal to police that. The assumption is that it's members and their guest attending TGIT's. MCpl Noordyk inquired about implementing membership cards. The PMC believe that is would be a considerable amount of work administratively and that someone would still need to be assigned to police that. A member asked if it was possible for reserve members to pay a pro rated daily rate. The PMC explained that mess dues are a monthly charge for all CAF members. <p>MCpl Roslyn moved to accept a deficit overall budget of \$156,356. \$162,604.00 Seconded by Cpl Corbett. Motion carried. Ongoing. Encl Annex B.</p> <p>10. The PMC presented a spending trend graph showing past and future projected deficit spending. Members were informed that in the next FY that there will need to discussion about either raising dues, reducing services or a</p>	

<p>combination of both. There will also need to be discussion about increasing the minimum bank balance requirement outlined in the Constitution.</p> <ol style="list-style-type: none"> a. MCpl Humphries asked what the increase would be. The PMC explained that it will depend on what is offered and inflation. It could be up to \$7/month to resume all services with no deficit. b. A member inquired about whether the COA's would be voted on next year. The PMC said yes. c. The PMC was asked it would be a small increase over time or a large increase at one time. The PMC would depend on what is voted in by the membership. <p>11. <u>Committee Vacancies</u> – MCpl Brasche presented the list of executive committee vacancies. Members were encouraged to contact the Mess to apply. There is a need to establish a food service sub-committee. Members were encouraged to lend a helping hand when then can. The Mess has a Volunteer appreciation program where members who assist at the Mess have their name entered for a chance to win a gift card. Ongoing.</p>	
<p><u>OPEN DISCUSSION</u></p> <p>12. a. Cpl Godwaldt inquired about the rules of using the BBQ. The PMC aid there was no procedure in place. For the BBQ to be used the Mess committee would need prior notice. Cpl Godwaldt asked if 24 hours was enough notice. The PMC said that a much larger turn around would be needed. The Mess would need to be involved due to PMED concerns. Cpl Godwalt was asked to submit the 5 W's.</p> <p>Secretary Note: It is believed there may have been confusion regarding the Mess hosting a BBQ for the membership vs the member bringing their own food and cooking it for their friends.</p> <ol style="list-style-type: none"> b. A member asked if they can request a bartender for a BBQ. The PMC directed members to contact the Coriano Club for information on event bookings. There is an online form that can be submitted on the CFMWS webpage. c. MCpl Humphries asked if the Mess could get a Cannabis license to increase sales. The member was told they may submit their proposal to the Mess however the Garrison doesn't have a Cannabis license. For the Mess to sell cannabis the Garrison would need to be licensed. d. MCpl Humphries asked if the Mess could adopt electronic voting for GMM. The PMC explained that many members don't have regular access to DWAN computers. The example being a recent survey that was sent out to the membership that received less than 200 replies. Administratively it would be difficult to implement. And there would be challenges with motioning, seconding, discussion, assigned voting period and establishing quorum. Voting on the DWAN could be considered but there are many concerns right now about membership reach. e. MCpl Humphries stated that members should have the opportunity to view 	<p>ALL</p>

<p>the budget prior to GMM. The PMC advised that all relevant documents including the budget proposal were sent to the membership electronically by DWAN distribution list several weeks prior to GMM for review. The member indicated that they didn't see the email.</p>	
<p><u>ADJOURNMENT</u> 13. With no further business, the PMC thanked the members for their attendance. Cpl Kade motioned to adjourn the meeting. Seconded by Cpl Hiller. Motion carried. The meeting was adjourned at 1029 hrs.</p>	<p>PMC</p>

MCpl Simon Thomas Secretary of the day	Date
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Diana Garrett-Power Mess Manager	Date
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MCpl Hans-Christian Brasche PMC	Date
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WO P. Guitard Supervising Officer of the day	Date
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Remarks

Judy Goetz Deputy Manager PSP	Date
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Recommended/ Not Recommended
Remarks

Nathan Lane Senior Manager PSP	Date
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Remarks

CWO T.B. Buchanon FSM 4 CDSG	Date
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Approved/Not Approved

Col J.C. Guiney Comd 4 CDSG	Date
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Encl;
Annex A YTD Financial Report 28 February 2025
Annex B Budget FY 2025/2026

Distribution List

PMC
Supervising Officer
Mess Manager
Deputy Manager PSP
NPP Accounting Manager