

5545-3 (GTWSM PMC)

25th May 2023

Distribution List

MINUTES OF THE GARRISON TORONTO
WARRANT OFFICER'S AND SERGEANTS' MESS
ANNUAL GENERAL MESS MTG 25 MAY 2023

- References: A. Personnel Support Programs Policy Manual
B. A-FN-105-001/AG-001 – Policy and Procedures for Non-Public Property (NPP) Accounting
C. A-PS-110-001/AG-002 – Morale and Welfare Program and Non-Public Property Vol 1
D. Garrison Toronto Warrant Officer and Sergeants' Mess Annual General Mess Meeting Agenda

Executive Members:

PMC	MWO T.D. d'Entremont
VPMC	Sgt R.D. Tereposky (MS Teams)
Financial Advisor	PO1 K.L. Au
Secretary	WO B. Panos (absent)
Housing	MWO P.M. Aviado
Entertainment & Sports	WO S.S. Toor
Media Management	Sgt M.B. Nichols (MS Teams)
Mess Manager	Ms. Judy Du

<u>INTRODUCTORY REMARKS</u>	<u>ACTION BY</u>
Meeting start: 25 May 2023 at 1140 hrs	
1. Sorting out MS Teams. PMC addressed the membership.	PMC
2. Attendance. Out of total membership of 231, 14 members present over MS Teams and 45 members in-person. 3 individuals were guests and voted in as associate members. Quorum not met. PMC will send a letter to the CO with an explanation and request approval of minutes and the budget.	
3. Presentation of executive members.	
4. Roll Call and confirmation of unit mess reps.	
5. Motion to accept minutes from the last general mess meeting. (passed)	PO1 Savoie Seconded MWO Aviado
6. Suggestion by member on MS Teams to share a copy of the agenda (or any other materials) on the Teams meeting. Recommended speakers move closer to the microphone or to repeat their question.	
7. Fin advisor went over breakdown of mess dues, financial statement, budget for fiscal year 23/24.	Treasurer
a. No change to mess dues account percentages; after taxes, 43% for general membership, 50% for entertainment, 7% for gift fund;	
b. Retained earnings from COVID period 2020 – 2022 approx. \$100K;	
c. Estimated revenue: \$50K, estimated expenses: \$123K – difference to be drawn from retained earnings. Largest entertainment expenses in the budget include: \$12K for coffee break, \$21K for general entertainment, \$12K for "TGIT" Reserve training nights, \$24K for regular "TGIT" and \$20K for mess staff wages;	
d. CWO Kalk from GGHG asked for a copy of last fiscal year's budget and actuals plus a copy of the projected budget for this fiscal year.	
e. Motion to accept the budget as presented. (passed)	WO Evans Seconded MWO Aviado
<u>OLD BUSINESS</u>	
8. Motion to allocate \$6K for gift cards as per the agenda and dedicate \$14K to general entertainment activities. (passed)	WO Mardirossian Seconded by Sgt Harris

<ul style="list-style-type: none"> a. Membership requested clarification on the push back from PSP WRT the purchase of gift cards voted upon at the last AGM; b. Overview of membership statistics. 181 members in good standing; c. Dart board purchase identified in last AGM still to be procured; 	
<p><u>NEW BUSINESS</u></p>	
<ul style="list-style-type: none"> 9. Sgt Maharaj stepped down as Housing rep. MWO Aviado volunteered to fill position. <ul style="list-style-type: none"> a. Discussed intent to try and standardize the TGIT and coffee schedule. There will be two TGITs each month; one – second Thursday of each month – serving general fare such as pizza and another – last Thursday of each month – with a fancier menu, that will be accompanied by a gift card raffle; b. Discussed rotating units to help with TGIT set up, serving and tear down. Organizing, ordering, and paying for food will continue to be responsibility of entertainment rep. c. Discussed running more consistent coffee breaks on the first and third Wednesdays of each month. A member did not recommend we utilize the kitchen for coffee; however, there were a lack of volunteers to procure coffee items from other vendors. Suggestion was made to utilize food delivery services such as Uber. d. Mess purchases Blue Jays tickets every season. Subsidization was increased to 75% last AGM. Motion to increase subsidy to 100%. (passed) e. Discussion of how the current method of distribution for sports tickets was cumbersome and unmanageable. A sign-up sheet system will be used instead and if more people want the tickets than there are available, names will be drawn. f. Motion to allocate \$6K for the purchase of sports tickets for either the Maple Leafs or Toronto Raptors. (passed) g. Due to difficulty with securing integral resources to support, motion to purchase IT equipment, up to \$500.00, to be shared for use between all three messes and retained by PSP. (passed) 	<p>Entertainment rep</p> <p>WO Toor Seconded by WO Robins</p> <p>PO1 Savoie Seconded Sgt Harris</p> <p>MWO D'Entremont Seconded by MWO Aviado</p>
<p><u>PRESENTATIONS FROM THE FLOOR</u></p>	
<p>10. WO Evans proposed a golf activity to promote camaraderie and team spirit to be held in the Fall. Invitation will be open to Officer's mess and cost will be split. Estimated cost to be provided and will be voted upon at a later time.</p>	
<p>11. Went over items submitted via the suggestion box:</p> <ul style="list-style-type: none"> a. Coffee machine. Not supported due to past discussions about the topic; b. Lower price of bar sales. (ex. beer) Not supported. Bar operations are shared among the three messes, including the splitting of profits. Inflation has also increased the cost of inventory and, as the bar operates with the intent of breaking even, it is not possible to lower the price. c. Popcorn. Supported. Popcorn will be made available in the mess. d. Foosball table. No one wanted to put forth the motion. Not supported. 	
<p>12. Given the precedent set during the last AGM wherein mess members had their mess dinner costs subsidized by the mess, MWO Aviado proposed that mess dinners be subsidized for each member in good standing up to \$100.00 per year. A short discussion followed, including whether it's reasonable to subsidize mess dinners not held at the Garrison, where bar profits would go back to the mess. Point was raised that holding mess dinners at the Garrison is often more expensive after taking into consideration bar staff wages. Another point was raised that Reservists may already be subsidized for a small portion of their mess dinners IAW NPF policy. A concrete statement of the motion is requested prior to presentation for a vote.</p>	
<p>13. A concern was raised about the use of the mess facility for townhalls, courses, etc. as it makes the mess unavailable to the membership for use. Question asked about the permissions for the use of facilities and whether units are being charged for its use. PSP said the mess facility did not belong to the mess and was coordinated through the Garrison facility coordinator with approval from the mess manager and PMC. MWO Aviado, the new housing rep, said he will get an answer in 30 days.</p>	

<u>VOTING IN OR RENEWAL OF ASSOCIATE MEMBERS</u>	
<p>14. The following individuals had their membership renewed:</p> <ul style="list-style-type: none"> a. George Sikou; and b. Darren Mcatear. <p>15. The following individuals were welcomed as new associate members:</p> <ul style="list-style-type: none"> a. Lawrence Cameron; b. Mike Holland; and c. Chris Gardner. <p><u>ADJOURNMENT</u></p> <p>16. Motion to adjourn meeting.</p> <p>17. Meeting adjourned 1332 hrs 25 May 23.</p>	<p>Sgt Harris Seconded by MWO McBeigh</p>

TEREPOSKY, ROBERT 749
Digitally signed by TEREPOSKY, ROBERT 749
Date: 2023.06.07 14:06:44 GMT
Sgt R.D. Tereposky
VPMC

Comment / **No Comment**

D'ENTREMO NT, TREVOR 979
Digitally signed by D'ENTREMONT, TREVOR 979
Date: 2023.06.07 15:24:37 -04'00'
MWO T.D. d'Entremont
PMC

Recommended / Not Recommended


Judy Du
Mess Manager

no comment
~~Recommended / Not Recommended~~


Rocky LeBouthillier
Senior Manager PSP

Para 8. \$6K gift card expense FY 23-24, I support the proposal under the condition that it will be spent over 12 months and not at once, which is \$500 per month and no accumulation. For financial management purpose and record tracking, I recommend issuing credit memo to winners instead of gift card.
Para 12. \$100 per year subsidy to mess member for their mess dinners isn't reasonable and sustainable, additional details are required before final decision.

Recommended / Not Recommended *no comment*

GUINEY, JASON 918
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Date: 2023.06.19 10:22:42 -04'00'
Col J.C. Guiney
Comd 4 CDSG

Approved with the caveat of imposing the recommendations from the Senior PSP manager.

Approved / Not Approved

- List of Annexes
- Annex A – FY 23/24 GTWSM Annual Budget
 - Distribution List
 - Action
 - 4 CDSG Commander
 - GTWSM Mess Committee Members
 - PSP Manager
 - NPF Accounting
 - Information
 - GTWSM Members Distribution List