

Commander's Report

for Bridge Meeting of September 14 2020

COURSES

The last Bridge meeting is only 3 or 4 weeks ago, and already it appears that we have advanced quite a bit, especially in the most important area, which is the courses being offered by our Squadron.

At our last Bridge Meeting, the benefits of what is called "CPS blended online Boating courses" were discussed and agreed to. And it was decided that our Squadron would offer the Boating 4 Blended online course, starting October 14. Half of the course would be offered prior to Christmas, the other half after the New Year.

Since then, I have been in regular contact with Barry Smith of the Prince George Squadron. Barry is the BC member of the Outreach Team of CPS. The Outreach Team manages and is in charge of CPS' Blended online courses that Squadrons can offer. Barry has given me, and also Agathe, our SEO, access to the Boating 4 online course, and has clarified several questions we had. (I am sure we will have many more).

Barry and the VIND also advised that there is a need for more squadrons to offer Boating 2+3 (Beyond Boating Basics and Introduction to Navigation) as courses already open for registration are filling up quickly. (there is a maximum of about 15 students per course). This was discussed with the Educational Officers and Nigel Wells stepped up and said that he is willing to lead a B2+3 course offered by our Squadron.

So, our Squadron is now offering for self study: PCOC and Marine Radio, and via the CPS blended online courses, B2+3 and B4! Thank you, Nigel and Agathe for your commitment!

I attended (by ZOOM) a preparation meeting of the Nanaimo Squadron for their blended B2+3 course which starts next week, September 16. I learned a lot again about how to do things. The main thing I learned is that for each blended Boating Course, Squadrons must put together a Team. One person alone cannot do it. It is too demanding.

The information has been shared with Agathe and Nigel so far.

Additionally, Agathe can attend the Calgary Squadron B4 blended course, and Nigel can attend the Nanaimo B2+3 blended course, both of which courses start next week.

This gives us the opportunity to learn from other squadrons, given that our courses only start a month later, i.e. mid-October.

The Educational Team will need help with their quite heavy load this fall and spring. This will be discussed at the Bridge Meeting of September 14.

AGM

I tried to obtain some guidance from CPS as to what CPS' requirements are with regard to the holding of an AGM. I talked to the VIND Commander about it. I was told that CPS National would like Squadrons to have had their AGMs prior to the National Convention at the end of October. (Although I have not seen myself any requirement in this regard). On the other hand, it was suggested to me to proceed as follows:

- *Send an e-mail to all Squadron members*
- *Attach the Squadron's financial report to this e-mail, and advise that any members with questions about the report can contact our Financial Officer or myself.*
- *With the e-mail, present the Nominating Committee report – allow members to step up or nominate somebody for a vote.*
- *Advise in the e-mail that, if nobody is nominated, then the persons indicated in the Nomination Committee report will continue until the end of 2020-2021, which is end of April 2021.*
- *Forward a Report of the proceedings to VIND and National*

The matter will be discussed at the September 14 Bridge Meeting

Respectfully submitted
Jean Van Praet, Cdr.

Membership Report

Sept. 14, 2020

Having done a fair bit of research by contacting members, I am confident in reporting that there are currently 57 members in the Gabriola Power Squadron. Of that number 54 are regular members and three are life timers.

Elaine Pearce
Membership Officer

Public Relations Officer Report

September 14, 2020

Activities over the past few weeks have consisted of coordinating communications with the Education Committee to update Facebook posts and Sandwich boards to advertise the various online courses, including PCOC, ROC-M, Boating 2&3 and Boating 4 as well as the CPS online courses for various topics. We now have center panels for all of the above as well as new date panels for B4. Thanks to everyone for providing the information for posts, etc. Also, Jared Hooper of Sure Signs has been very helpful in responding quickly to change requests to update our Sandwich board panels.

I also took the time to do some refurbishing on our Sandwich boards as they had become somewhat beaten up during the winter storms over the past few years. The frames are fairly light material and needed to be dismantled and refastened to properly hold the panels.

L'il Gabe is safe and sound in the boat shed and our heavy tarp cover on the shed is holding up well.

George Myette
Public Relations Officer

Communications, Privacy, Scuttlebutt Editor

Report to Bridge

September 14, 2020

By Zoom

Scuttlebutt: was published first week of September. I featured Bert's epic voyage. Thank you, John and Agathe for your articles. Very well received, they were.

Communications Committee: I sent out reminders for the available courses and will remember to send out the reminders for the upcoming free National webinars.

Privacy: Nothing to report.

Respectfully submitted

Don Butt

Webmaster's Report

for the Bridge meeting of September 14, 2020

A) work done on the website since August 21

1. minor changes to the home page,
2. posted the agenda, reports and minutes of the August 21 Zoom Bridge meeting on the Minutes and Reports page,
3. amended the Policy Manual with regards to Regulations 2.1.1 and 2.1.2,
4. added courses B2+3 and B4 to the Courses page,
5. modified the page Canadian Power and Sail Squadrons Online,
6. and the Upcoming Events page,
7. added the September-October issue of Scuttlebutt to the newsletters page.



As part of a review and streamlining of the website I also enquired about the value of keeping the Course Resources page on the web site. The several responses I received all opined that I should keep the page on the web site. I will do so for the time being, but its future will depend on someone taking over its maintenance. *For the reasoning behind that, see below.*

I have kept our **microsite** on the CPS site current by revising the home page, the Course Information page, the Event Calendar page.

B) The role of the webmaster in maintaining a successful web site

I get the feeling that the role of webmaster is not fully understood by some, so here is a brief overview of what I have been promoting in this squadron since 2005. Generally, the Squadron webmaster is not the originator of the data that appears on the website. That is the responsibility of the Squadron and more specifically and usually, the members of the Squadron Bridge. I compare the role of webmaster to that of the typesetter in days of yore.

A website is only as good as the organization behind it. There are many examples of CPS squadrons where the website has become outdated or disappeared altogether as a result of the assumption on the part of the Bridge that when it comes to the squadron's website they can leave the content to the webmaster in two ways. The first,

and a common one, is that Bridge members simply don't communicate with the webmaster at all when it comes to what they are doing. Second, there is some sort of communication but it consists of Bridge officers asking the webmaster to do something without providing sufficient content. When these behaviours persist over time, the website falls into irrelevance and disappears. In VIND there are only three out of the nine squadrons that have active, up-to-date websites, two that have websites with significant out-of-date content and four have no website at all.



The webmaster creates the website's structure, its look and feel and decides on the aesthetics. The webmaster enters text, images and videos on the web site as they receive them. The webmaster designs the site's home page and all subsequent pages on the site and ensures that there is a common structure and aesthetic to them. The webmaster designs the menu system and contributes here and there to the site's content, usually static content. For example, the webmaster writes and maintains the Contact page,

provides the content of the Membership page from various sources and similarly the Upcoming Events page and awards pages.

Events, photos, notices, course descriptions, reports, minutes, newsletters, resource pages, policy papers and manuals and anything that is the area of responsibility of any one or more Bridge officers should be provided by them to the webmaster for posting on the website in a manner and place of the webmaster's choosing. By making the squadron's website a collaborative and group effort the squadron will succeed in maintaining a valuable resource for the squadron's public relations, its administrative functions and its accomplishments.

Respectfully submitted,
Bob Derksen, Webmaster

Education Officer Report

September 12, 2020 - Gabriola P & S Squadron

Since the last Bridge meeting, a short 3 weeks ago, there have been several developments concerning our offer of Boating courses.

- **Maritime radio (Roc-M):** 1 Gabriola student wrote, and passed, his Exam on the Silva Bay Marina deck on Sept 1st. One more student has registered online, this one from Calgary. The Registered Examiner application form was sent to

David Larwood from Saskatchewan and I expect we'll receive his completed form sometime soon so he can start promoting, offering and administering the Roc-M courses and Exams in Saskatchewan as an "Outreach" of the Gabriola squadron.

- **Boating 4** course: as per the Bridge decision at the last meeting, arrangements were made to offer this Online, blended course, on Wednesday evenings, starting October 14th. Thank you to Jean-Pierre and the Communications team (Bob D, Don & George) for seeing to promoting this course in such a way that Gabriolans have "first option to register". These Online courses are offered via the Moodle instructional app and the **Go-to-Meeting** video conferencing app.
- **Boating 2-3** course: In response to an email from our VIN District Education Officer, Alexa Stochmal, Nigel, Jean-Pierre and I had an intense exchange of emails which resulted in our decision to offer this course again this Fall. As is the case with the Boating 4 course, this course is a blend of self-study and Tuesday evening video conferencing review sessions with Students who can be from anywhere in Canada. As I was already busy with coordinating and facilitating the Boating 4 course, Nigel agreed to take the lead on this Boating 2-3 course.
- **Go-to-Meeting** video-conferencing app: to offer our Online courses and hold our Bridge meetings, in this time of COVID-19, it is imperative that we have access to a video conferencing program. I have been using my Zoom and Go-to-Meeting apps which are paid versions used by other organizations I work for. CRYA (Canadian Recreational Yachting Association) is willing to "share" its Go-to-Meeting app (which I manage) with us for a contribution of \$150. An annual subscription is presently \$292 cdn. I will bring a motion to the Bridge on Monday to contribute this amount towards this communication tool.

Respectfully submitted
Agathe Gaulin
Education Officer

Financial Officer's Report

For the September 2020 Executive Bridge Meeting --Respectfully submitted by Jude

Gabriola Power Squadron Financial Report (August 2020)

August 2020 Opening Balance: \$3716.41

Expenses: (-)

CPS-course materials - \$575.00

Total Expenses: (-) - \$575.00

Deposits: (+)

Course fees + \$135.00

Total Deposits: (+) + \$135.00

September 2020 Opening Balance: \$3276.41