

**RECORD OF DISCUSSION
SWORDFISH ASSOCIATION MEETING
HELD AT THE 14 WING MUSEUM CONFERENCE ROOM
1300 ON 12 NOVEMBER 2015**

Chairperson Chris Henneberry (President)
Bill Brown (Treasurer) regrets
Jeff McBean (Membership)
Al Harvey (Museum Liaison)
Bert Campbell (Web Manager) regrets
Reid McBride (Kit Shop) regrets
Rick Ancomb (VPI Liaison)
Chris Larsen (History)
Steve Tremblay (Social Media)
Serge Parisen (415 Representative)
Niels Roggenkemp (415 History)

1. The Chairman welcomed all participants and noted the good turnout for this meeting. The proposed Agenda for the meeting was reviewed and accepted as presented. The Chairman noted the absence of Bill Brown, Bert Campbell and Reid McBride but stated that each of these members had provided a report covering their areas of responsibility.

2. The Record of Discussion of the 05 June 2015 General Meeting was reviewed and accepted as promulgated. The review confirmed that necessary action has been taken or is underway to meet stated objectives. The Chairman also noted that since June 2015 there had been four correspondences from individuals requesting information, or wishing to share information, concerning former members of the Squadron. Initial feedback has been provided and it is expected that over the next few months all requests will be satisfied.

3. The Chairman then provided a summary of his meeting with the CO 415 Squadron, LCol Jeff Davis, which had occurred earlier in the day. He noted that the meeting had lasted 1.5 hours and that a wide range of topics had been discussed, including preparations for the 75th Anniversary Reunion scheduled for June 2016. Issues that were discussed are outlined in the following paragraphs. It was made clear by the CO that close collaboration and avenues of mutual support between the Squadron and the Association will be fully explored. To this end the CO confirmed his decision to assign the following secondary duties on the Squadron: 415 Association Representative and Squadron Historian.

4. East Moor Memorial. The Chairman noted this issue had been discussed with the CO 415 Squadron. It was confirmed that the Squadron will resume responsibility for coordinating representation at this event. An Event Request will be submitted by the Squadron, which will seek funding for up to three representatives to attend the 2016 ceremony scheduled for Saturday 21 May 2016. If required, the Association will help with the coordination of the 2016 event. In the longer term the Association will continue to promote attendance and will showcase articles concerning this activity.

5. Membership Report. The Membership Coordinator noted that four members had passed during the last year and that their names had been removed from the Alumni List. He also noted that there had been a number of new members added to the List and that as of 01 November 2015 the total membership numbered 122.

6. Financial Report. The Treasurer provided a report to the Chairman, which was tabled at the meeting. As of 12 November 2015, the Association had \$3884.33 in its bank account – a modest increase in the balance.

7. Kit Shop Report. The Coordinator reported that sales had been few but that \$150 had been deposited to the Association account. It was suggested that as the Squadron Kit Shop develops there should be close coordination with the Association Kit Shop should to optimize sales for both groups. To this end the CO 415 Squadron was asked to confirm his agreement that the Association would continue to sell and retain the funds realized from the products currently listed on the Association website. Further it was agreed that any future additions to the Association Kit Shop would be coordinated with the Squadron Kit Shop to ensure no duplication of effort. Also the CO has confirmed that the Squadron colour will remain red.

8. In consultation with the Squadron, it was agreed that the Association would develop proposals by 1 March 2016 for the purchase of Squadron Ties (Chris Henneberry) and Squadron Golf Shirts (Jeff McBean) for eventual sale at the 2016 reunion.

9. Charitable Affiliation. The Chairman reported that he and the CO 415 Squadron had discussed the issue of former charitable affiliations, which the Squadron had maintained (Veteran's Wing at the Soldiers Memorial Hospital in Middleton and the Children's Wing at the Ragmore Hospital in Inverness Scotland). The CO indicated that he would consider this issue and let the Association know if the Squadron would resume its affiliation with the Veteran's Wing. The Chairman confirmed the Association's intention to maintain its affiliation with the Veteran's Wing.

10. It was moved that the Association would once again provide a \$200 Christmas gift to the Veteran's Wing. Al Harvey will meet with the Social Coordinator at the Veteran's Wing to determine what gift would be appropriate and will report back to the Association by 01 December 2015. This information will be shared with the Squadron so that if they wish to participate a joint presentation can be coordinated.

11. Status Report 2014 Projects:

- (1) Website Design, OPI Bert Campbell, Status: **Reinitiated**

Update: This project has been moved to 2015. The OPI has generously offered \$200 to move the project ahead. Given that this site is the principle method by which Squadron history is showcased, the Squadron has been asked to sponsor 50% of the annual cost (\$50) through its Squadron Fund starting in January 2017. The CO 415 Squadron indicated that this request will be studied.

- (2) Collect WWII ORBs, OPI Chris Henneberry, Status: **Complete**

Update: Two electronic format replacement files were acquired in February. A complete WWII ORB file is now held by the Association.

- (3) Artefact Inventory Update, OPI Earl Goski, Status: **Complete**

Update: The majority of Squadron artefacts that were held in trust at the GMAM have been transferred to Squadron spaces. A new inventory catalogue has been compiled and will be forwarded to the Squadron Historian in January 2016. The lists of artefacts on loan to 404 and 405 Squadrons have been confirmed through liaison with each unit. A list of artefacts held at the Annapolis Mess still needs to be promulgated (Squadron responsibility).

12. Status Report 2015 Projects:

- (1) Support Squadron Stand-Up, All, Status: **Complete**

- (2) Website Design, OPI Bert Campbell, Status: **On-going 10%**

Update: A two year contract with "Go Daddy" web services has been purchased. Domain name and web site design assistance will be provided. The OPI has initiated the redesign with a planned completion date of May 2016.

- (3) 10th Anniversary General Meeting, All, Status: **Complete**

Update: The meeting was conducted on 5 June 2015. The Association mandate was adjusted and the Association Constitution was amended.

13. 2016 Projects. It was decided that that the following projects will be sponsored:

- Argus Crews 1961-1970. Annual crew lists and available crew photos will be compiled. A tentative initial work period has been set for 12-14 January 2016. The Squadron has agreed to make their Library available for this project. Attendees were requested to indicate to the Chairman their availability to assist with this project (up to 3 volunteers were requested).

- 4TH Era Banner. It was agreed that the Association would coordinate and fund the development of the 4th Era Banner. The Banner will be designed in a similar manner to the existing three banners. The Squadron has been requested to provide suitable pictures and the necessary dialogue for the banner. The Association will work with the Squadron graphic artist to develop an e-file which in due course will be provided to the same production company that produced the first three banners. The Banner will be ready for display by May 2016.
- 75th Anniversary Support. The Deputy Chairman of the 2016 Anniversary Committee provided a copy of the minutes from the initial meeting held on 25 September 2015. These minutes were limited in scope and detail. Neither the Squadron CO nor his Representative could provide an indication of the support that might be required from the Association. What we know at this time is that the Anniversary will be celebrated between 22 – 26 June and that the next Anniversary Committee meeting will be held on 17 November. The Squadron Representative has agreed to provide an update by mid-January 2016. As a minimum Association members will assist in developing a Squadron display and help man a Kit Shop during the reunion.

14. Social Media Coordination. Steve Tremblay created a 415 FACEBOOK page over eight years ago as a means to keep in touch with former friends who served on the Squadron. There are currently over 100 members of which approximately 50% belong to the Association Alumni. This FACEBOOK page operates in a “closed” manner to prevent spamming. He believes that the FACEBOOK group can help grow the Association and vice-a-versa. For the past year the Association website has provided a link to the 415 FACEBOOK page.

15. Steve Tremblay offered to join the Association Executive and act as the Association Social Media Coordinator. This offer received unanimous agreement and in due course the Association Constitution will be amended to include the position of Social Media Coordinator. Steve Tremblay plans to initiate a few activities that hopefully will increase traffic on the FACEBOOK page and increase its membership. Following a discussion concerning the title of the FACEBOOK page, it was agreed that the title should be changed to 415 SWORDFISH. It was also agreed that the Swordfish Alumni would be reserved for those who were members of the Association.

16. Squadron History. As discussed with the Squadron CO, any future revision or update of the Squadron History will require CO approval. It was agreed that the Association would retain responsibility for the production and distribution of the Squadron History on CD. It can be expected that the Squadron Historian will produce future Annual Squadron Historical Reports. It can also be expected that each CO will produce an input for the Squadron’s History CD prior to their departure.

17. In most cases it can be expected that correspondence related to the first three eras of the Squadron and requiring historical study will be referred to the Association for follow-up.

18. Swordfish of the Year. Now that the Squadron has reformed the decision to award “Swordfish of the Year” will rest with the CO, who agreed that the Association may provide input and/or nominees for consideration. As the last presentation was made in June 2015, it is not expected that the award will be presented again until after December 2016. The Association offered to refurbish an existing trophy to be used for future presentations and placed in Squadron spaces. The CO has agreed and in early January 2016 this project will be initiated. Al Harvey will investigate the feasibility of acquiring Greenwood Wood Hobby assistance with this project.

19. Representation at Funerals. When a Swordfish “passes”, it may be appropriate for a representative of the Squadron and/or the Association to attend the funeral service. Clearly if a serving member should pass, the Squadron will take the lead. Likewise if a member of the Alumni passes and is not a current serving member, the Association will take the lead. If it comes to the attention of either the Squadron or Association that a former Swordfish who is not a member of the Association passes, this information will be shared as soon as possible. A decision will then be jointly taken whether or not representation at the funeral should be attempted.

20. Other. Chris Larsen noted that there has not yet been a published article covering the stand-up of 415 Squadron. He has offered to complete such an article prior to the end of the year. It is hoped that in due course the article will be published in the RCAF Association News. It will most certainly be given a prominent place on our Association website.

21. There being no further business, it was agreed to adjourn the meeting at 1430. The next Association meeting is not expected prior to April 2016.

C. Henneberry
President

16 November 2015