

Record of Decisions

**Executive Meeting, 1:55 p.m. Wednesday, 12 June 2013
at VGG Foundation, 10 Summerhill Avenue, Toronto ON**

1. *Greetings & Welcome*

George Pepall welcomed Frank Alusio, David Oberholtzer, Garfield Portch and Robert Timberg.

2. *Scheduling of Meetings*

The Executive Manager raised the possibility of scheduling executive meetings well in advance and every two months, and also holding the occasional meeting by conference call. After discussion, it was agreed to maintain the current practice which is to schedule meetings as needed. Further, meetings will remain face-to-face unless circumstances require a conference call. The current practice permits maximum flexibility.

3. *Preparing Agendas*

The Executive Manager discussed preparation of agendas for executive meetings. It was agreed that before each meeting the Executive Manager would provide the President with a draft agenda, and that efforts would be made to categorize agenda items as recurring, old or new.

4. *Approval of Agenda:*

Motion to approve – Carried.

5. *Approval of Record of Decisions dated February 25, 2013*

Motion to approve – Carried.

6. *Transparency*

Because it is important that Society members are made aware of executive discussions and decisions in a timely manner, every effort will be made to prepare and agree a Record of Decisions within approximately two weeks of an executive meeting, so that the document may be placed on the Society's web site promptly.

7. *Financial Update*

The Treasurer presented the Financial Statements (unaudited) for the year ended December 31, 2012 prepared by Bruce E. Houser, C.A. The Society ended the year in good shape with revenues (\$55,165) exceeding expenditures (\$48,201) by \$6,964 due mainly to receipt of the Heritage Canada Publications Assistance Grant. The Treasurer will forward the financials in soft copy to the executive, directors and legal counsel.

Motion to approve the Financial Statements – Carried.

The Treasurer also presented the 2013 budget which he will present to the directors at their meeting in Winnipeg. The budget is break-even with revenues and expenditures of \$54,000. Out of an abundance of caution, the budget assumes no receipt of the federal assistance grant this year.

Motion to approve the 2013 budget – Carried.

8. *Membership Update*

The Treasurer updated the executive on membership in the Society. As of June 11, 2013 the Society had a total membership (including life and honorary members) of 1672, down from 1789 at December 31, 2012. Membership continues to decline slowly, as is the case with most other philatelic organizations. Four chapters are in arrears. Start-up activities are reportedly underway in several locations in Northern Ontario; however it is still too early to know whether the activities will result in new chapters.

9. *RPSC and FQP*

The President provided an update on his discussions with the Philatelic Federation of Quebec regarding an arrangement to allow members of the FQP to join The RPSC and continue their memberships in the FQP in one registration step. FQP provided a draft registration form for consideration. The Executive Manager will work with them to finalize the form.

10. *RPSC National Office*

The Society's office has been relocated within the VGG offices to free up more space for their expertizing system.

11. *ILO Matters*

Jim Taylor, Chair of the Society's ILO Committee, has proposed to revise the Society's ILO Guidelines in steps. After discussion, it was agreed that this matter should revert to his committee for submission to the board. Also discussed was the possibility of a mini-show in Canada.

12. *TCP*

The executive received the unexpected resignation of contract advertising manager David Morrell. The Executive Manager has written him requesting details of his efforts to find advertising for TCP, to ensure a new advertising manager does not cover the same ground unnecessarily.

The Executive Manager reviewed recent advertising patterns in TCP, BNA Topics, PHSC Journal, SHPQ Bulletin, PhilaJournal, Maple Leaves and CSN, and presented a spreadsheet showing advertising in TCP, BNA Topics and PHSC Journal. After discussion of possible ways of increasing advertising, it was agreed that the President will raise with board members in Winnipeg the need for an advertising manager, and that the Society's regular meeting with Trajan, publisher of TCP, will include on the agenda advertising in TCP and philatelic publications generally. The meeting with Trajan will likely be scheduled in the fall.

13. *Survey of Members*

Due to time constraints, the feasibility of an electronic survey of members to canvas their opinions on some or all of the Society's operations was deferred to the next executive meeting.

14. *Governance – Directors/Duty Officers Self-Assessment*

The Executive Manager explained the governance concept of assessing the performance of board and duty officers as a whole through a director/duty officer self-assessment questionnaire. The process is intended to provide information to improve the overall performance of the Society. The Executive Manager has prepared a draft questionnaire and will work with the President and Frank Alusio to finalize it, with possibly implementing the questionnaire in 2014.

15. *Governance – Responsibilities/Succession Planning Matrix*

Frank Alusio presented a draft Responsibilities/Succession Planning Matrix covering executive, board and duty officer responsibilities. The aim of the matrix is to indicate primary and support responsibilities for all Society activities. He will circulate the matrix by e-mail to directors for input and comment.

16. *Strategic Plan Review*

The Society's five-year Strategic Plan was agreed in 2009. The next executive meeting will discuss the process for reviewing and updating the plan.

17. *RPSC Sales Circuit*

The President provided an update on the concerns raised by the Ottawa Philatelic Society and the RA Stamp Club on the high cost of shipping circuit books via Canada Post. There is little that can be done as

shipping costs are fixed. The clubs need to consider reducing the frequency of requests for books or increasing prices to cover postal costs.

18. *Unification of TAPE and RPSC Foundation*

Legal counsel has been instructed to consider the possibility of consolidating TAPE and the RPSC Foundation. He will report in due course.

19. *Conventions*

Edmonton 2012: The financial summary has been received.

Winnipeg 2013: The convention is coming together.

Halifax 2014: The confirmed dates are May 30, 31 and June 1. No budget for the convention has been received to date. The Executive Manager will follow up.

2015: The possibility of mounting the convention in London was discussed, following a suggestion put forward by John Sheffield, including the Society taking responsibility for organizing and running the event. However, the Society is not able to take over organization due to work load and limited local resources among other things. The President will discuss further with Mr. Sheffield as holding the convention in London is attractive.

Kitchener-Waterloo 2016: The organizers continue to work to finalize a location for the event.

2017: The Society has received a strong and positive expression of interest from Association des numismates et des philatélistes de Boucherville inc. about holding the convention in Boucherville in May 2017.

20. *Next Meeting*

The next executive meeting will take place in late September, likely on either the 17th or the 24th. The President will confirm a date in due course.

21. *Adjournment*

Motion to adjourn at 4:45 p.m. – Carried.

Record of Decisions **Between February 25, 2013 and June 12, 2013**

1. *Appointment of Delegate to FIP Congress at PHILAKOREA 2014*

That Jim Taylor be appointed Canadian delegate to the FIP Congress at PHILAKOREA 2014 World Stamp Exhibition, August 7-12, 2014 in Seoul, South Korea, and that The RPSC recommend he be appointed a judge at the Exhibition.

Motion to approve – Carried (March 15, 2013).

2. *Recognition Date for 50-year RPSC Memberships*

That a member achieve 50 years of membership in The RPSC upon entering his/her 50th year of membership.

Motion to approve – Carried (March 15, 2013).

