



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

Date: 13 December 2018

Members Present: Susan Grant (Chair), Rachel Mainville-Dale (1st Vice-Chair), Laura-Lee Balkwill (2nd Vice-Chair), Greg Tzemenakis (Treasurer), Patrice Carrière (Secretary), Sawan Goyal, Fred Schultz, Martin Bélanger (Directors)

Regrets: Suman Roy, Sarmistha Roy (Directors)

Observers: Nil

Air Cadet League (ACL) Squadron Advisor: N/A

Squadron Staff: Capt Alex Bejenaru, Commanding Officer

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Rachel	<ul style="list-style-type: none"> ● Called to order at 6:47 p.m. ● Rachel will start off the meeting. Sue and the CO will join later. ● The order of the agenda items was amended. All points remained on the agenda. 	<p>Motion to approve the agenda as amended. Moved: Sawan 2nd: Martin Carried</p>
2. Approval of Minutes - 25 Oct 18. Review of Action Items – Previous Meetings	Patrice	<ul style="list-style-type: none"> ● The subject of the Hike-a-Thon in the previous minutes came up. Specifically, the SSC discussed the type of incentives for cadets, recognizing that effort is on par with dollar amount raised. The minutes will be amended to indicate this as the suggested way ahead. 	<p>Motion to approve the Minutes as amended. Moved: Martin 2nd: Sawan Carried</p>
3. Sponsorship Package - Pasta Dinner	Laura-Lee	<ul style="list-style-type: none"> ● Rachel reminded the SSC that instead of doing a 3rd fundraiser that we increased the budgeted the amount to be raised during spring tagging and that we would also raise \$2000 for the Pasta Diner through sponsoring. ● Laura-Lee has developed a very detailed sponsoring package. She explained how she read up on different sponsoring package methods and developed it accordingly. She hopes that it can be used by parents to get sponsorship from businesses that they deal with. As well, she went through the different proposed sponsoring levels and incentives for sponsors. The SSC was very impressed with her work. ● There was a discussion about the options of providing tax receipt to donors. Tax receipts will be issued of for cash donations, but we will be unable to do so for “in-kind” donations. 	<p>Motion to approve the Pasta Diner Sponsoring Package as amended. Moved: Laura-Lee 2nd: Fred Carried</p>



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4. Pasta Diner update	Rachel	<ul style="list-style-type: none"> ● The Pasta Diner Committee met last Thursday. Date and location of the dinner are confirmed. It will be at St-Isidore’s Parish Hall on Saturday, February 23rd 2019. The deposit for the hall is already paid. Cost is \$325 for the rental. The budget will have to be amended accordingly at the next SSC meeting. ● Menu will be confirmed shortly. Should be the same as last year. ● We want to poll our families on the diner theme to generate interest in the event. The type of poll will be determined (e.g. Survey Monkey?) ● Diner will start at 1830. It can’t start any earlier before due to Mass at the church at 1700. ● There will be games and a silent auction. We hope to raise \$1000 in the Silent Auction. Also, there will be a 50/50 draw. ● The next Pasta Diner Committee meeting should be on the 10th of January. 	Nil
5. Treasurer’s Report	Greg	<ul style="list-style-type: none"> ● The current main chequing account balance is \$52,537.55.. ● We have received the HST rebates for the last two fiscal years with interest. ● There will be some significant expenses this month including the first portion of the ACL Assessment Fee and optional insurance. ● Approximately \$10K in reimbursements are being submitted to DND, for expenses made since the start of the current training year. ● There is no Trust Account report for this month. 	<p>Motion to approve Treasurer’s report to 7 December 2018.</p> <p>Moved: Greg 2nd: Sawan Carried</p>
6. Flickr Account (Photo Sharing)	Pat	<ul style="list-style-type: none"> ● The Squadron is currently using Flickr to host it’s Squadron photos. There are currently over 7,000 pictures in the site. ● Up until recently, the Flickr was free. However, due to the fact that the company was recently sold, there is a new subscription plan effective 8 January 2019. ● Free accounts will be limited to 1,000 photos. Above that amount, we will need to pay. ● Moving over 7,000 photos will be extremely difficult and lengthy. 	<p>Motion for an upset budget in the amount of \$100 (subject to the actual amount) to purchase a one year subscription to Flickr to store the 7000+ Sqn photographs.</p> <p>Moved: Pat 2nd: Greg Carried</p>



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		<ul style="list-style-type: none"> ● Currently, Flickr is selling a one year subscription for for \$CAD 65.88. It is unclear whether this includes HST. ● Given the short time until the change, it is recommended that the SSC purchase a subscription for a year and that we investigate other options for future years. 	
7. CO's Update	Capt Bejenaru	<ul style="list-style-type: none"> ● CO is meeting with a potential permanent band instructor this evening. More to follow. ● Squadron activities are in full force. Biathlon, Range Team, Band all doing well. ● About 93% of cadets are taking part in recurring activities. That is an excellent ratio. ● There are between 135 and 145 cadets on strength. ● Level 5s took part in a Regional Activity last Saturday. There was training, networking and a Mess Diner. The activity was tri-service with Sea, Army and Air Cadets taking part. ● Next Thursday night is the Laser Tag activity. 	Nil
8. Chair's Update	Sue	<ul style="list-style-type: none"> ● In January, CI Augé will start coaching the cadets going to regional exams and interviews for National Camps. He wishes the candidates to be exposed to the SSC so that they get an understanding of the functioning of the Air Cadet League. Seeking SSC members to sit as panelists for mock interviews. ● There will be numerous regional events in the new year which may require volunteer support. ● The Effective Speaking competition will be in February. An SSC member is requested to be on the judges panel for the the local competition. The winner of the local competition will move on to the Regional competition (Feb 17) ● The following competitions are being organised by RCSU East: <ul style="list-style-type: none"> ○ Regional Biathlon on January 26th and 27th; ○ The Eastern Region Music Festival on March 23nd to the 25th; ○ There are no details yet on the Marksmanship competition. ● There will be a Regional Drill competition on April 27th and the 	



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		Provincial is on June 2nd.	
9. Regional Lvl 5 Mess dinner / Archery Tag	Sue	<ul style="list-style-type: none"> ● The Chair is asking for funding support for the cadets that took part in the Regional Level 5 cadet activity. 632 RCACS organised the diner and asked \$10 per person to attend the meal. ● This weekend 75 RCACS is organizing a Regional Archery Tag event. The cost is \$50 per team. Following a discussion with Squadron Staff, it was recommended that the SSC covers the expense of the event. 	<p>Motion for an upset budget in the amount of \$120 (subject to the actual amount) to cover the cost of 8 cadets and two staff to attend the Regional Level 5 Mess Diner.</p> <p>Moved: Sue 2nd: Greg Carried</p> <p>Motion for an upset budget in the amount of \$50(subject to the actual amount) to cover the cost of 8 cadets and to attend the Regional Archery Tag event on 15 December 2018.</p> <p>Moved: Greg 2nd: Sawan Carried</p>
10. Volunteer Screening Coordination	Sue	<ul style="list-style-type: none"> ● The Chair is looking for a volunteer coordinator to replace Rachel as she is busy with the Pasta Diner and will be transitioning positions at the end of the Training Year. ● Sawan agreed to take the lead and Martin will assist. 	Nil
11. Next Meeting	The next meeting will be at 6:45 p.m. on Thursday 17 January 2019 at Alpha Troop shelter, 89 Shirley Boulevard, Connaught Ranges.		
12. Motion to Adjourn	The meeting adjourned at 8:40 pm.		Motion to Adjourn.



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		Moved: Rachel 2nd: Martin Carried

Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
TBA		

Original Signed by

Susan Grant
Chairperson - SSC 706 Squadron Air Cadets

Original Signed By

Patrice Carrière
Secretary - SSC 706 Squadron Air Cadets