



## 706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

**Date:** 31 July 2019

**Members Present:** Greg Tzemenakis (Chair), , Laura-Lee Balkwill (2nd Vice-Chair), Sarmistha Roy (Treasurer), Wendy Boland (Secretary), Fred Schultz, Patrice Carrière (Directors)

**Conference Call:**

**Regrets:** Rachel Mainville-Dale (1st Vice-Chair), Martin Bélanger, Sawan Goyal, Christopher Elliott-Davis (Directors)

**Observers:** Nil

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

**Squadron Staff:** Maj Scott Southern, Commanding Officer

Item	Presenter	Discussion	Action
1. Welcome to 2019-2020	Greg	Greg welcomed all the 706 Squadron Sponsoring Committee to the start of our 2019-2020 season.	Nil
2. Vision	Greg	Greg explained that his vision for this year was transparency, fostering a sense of community and parent engagement/communication.	Nil
3. Roles and Responsibilities	Greg	Roles and responsibilities of each member of our sponsoring committee were discussed and will be discussed with each member in more detail	Nil
4. Update	Greg	<ul style="list-style-type: none"> <li>• Insurance forms have been submitted and accepted.</li> <li>• Circle of Excellence forms have been submitted.</li> <li>• Financially everything balances for 2018-2019 Cadet year.</li> <li>• Financially the squadron came in significantly under budget for 2018-2019</li> <li>• Greg has submitted HST for 2018-2019 and 2015-2016. .</li> <li>• Items we had in storage were successfully moved from old storage to our new storage location, Diamond Storage. Diamond has a charitable program we may be able to access to decrease the monthly storage costs.</li> <li>• The applications for the Community Use of Schools program were one month late due to change in leadership. We did not get any space for September or October in our usual locations. We will look for space at Connaught and there is also space within the schools of the French school board, we just need to apply for it.</li> <li>• Many new parents have been screened for volunteering with our squadron.</li> </ul>	<p><b>Motion</b> to approve hosting a fundraising appreciation event in September  <b>Moved:</b> Greg  <b>2nd:</b> Laura-Lee <b>Carried</b></p> <p><b>Action:</b> Find space for squadron activities for the months of September and October.</p>



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		<ul style="list-style-type: none"> <li>● <b>Army Run:</b> There has been a change to how the organisers of the army run bill cadets who participate. The army run will no longer keep track of cadets who enter. Instead, they have offered a significant drop in price for cadets to participate. Each cadet who wishes to participate will have to sign up individually. The run will be promoted to the cadets.</li> <li>● <b>Due to unforeseen circumstances in June,</b> there was no recognition event for cadets who participated in the two major fundraising activities last year. After discussion with the commanding officer and the past chair, the chair moved that the recognition event be hosted this coming September. We will carry over the expense for the event from last year to this year.</li> </ul>	<p><b>Action:</b> Book a recognition event for the cadets who participated in the two major fundraising events.</p>
5. Finances from last year	Greg	<ul style="list-style-type: none"> <li>● We finished the 2018-2019 cadet year well below the predicted budget.</li> <li>● We should be starting the 2019-2020 cadet year with approximately \$50 000 in the main account.</li> <li>● We are starting the new cadet year financially healthy.</li> </ul>	<p><b>Motion:</b> approve an upset budget of \$605 to cover Diamond Storage to October 1, 2019, \$149.29 for SignUpGenius renewal, \$159.49 for booking fees OCDSB</p> <p><b>Moved:</b> Greg <b>2nd:</b> Pat <b>Carried</b></p>
6. Budget	Greg	<ul style="list-style-type: none"> <li>● The sponsoring committee agreed to continue to reimburse cadets \$10 for participating in Army Run in either the 5km or 10km run.</li> <li>● To be determined: How many fundraisers we will run and what the fundraisers will be.</li> <li>● Predicted decrease of approximately \$12 000 to the bank account at end of 2019-2020 season.</li> </ul>	<p><b>Motion:</b> adopt conditional budget with modifications as discussed tonight subject to confirmation of revenues from DND and the tabelling of a revised budget before October 31, 2019</p>



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		<ul style="list-style-type: none"> <li>60th Anniversary event to be discussed at next meeting</li> <li>Please see attached Budget for more details.</li> </ul>	<b>Moved:</b> Greg <b>2nd:</b> Pat <b>Carried</b>
7. CO's update	Maj Southern	<ul style="list-style-type: none"> <li>Our new CO is looking forward to starting the year.</li> <li>Concerns regarding the late start of many extra-curricular programs last year were voiced. The CO responded that he would like to see a timely start to programs this year as long as there is the staff to run the programs.</li> <li>There was a discussion regarding blending the 706 band with another air cadet band to allow the band of 706 to continue regardless of the departure of their band leader from last year.</li> <li>There was discussion regarding the allocation of resources to certain programs to "build up" the program. Biathlon has received a lot of attention recently. Marksmanship is next on the list to put some extra attention and possibly resources into.</li> </ul>	
10. Next Meeting	The next meeting will be the last week of August to discuss the CO update for the season and to discuss the 60th anniversary. We have not set a specific date yet.		
11. Motion to Adjourn	The meeting adjourned at 9:26pm.		<b>Motion to Adjourn.</b> <b>Moved:</b> Greg <b>2<sup>nd</sup>:</b> Laura Lee <b>Carried</b>

### Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
n/a	<ul style="list-style-type: none"> <li>Discuss booking space for ACR at September meeting.</li> <li>Book a recognition event for the cadets who participated in the two major fundraising events.</li> <li>Search for volunteers to run Canteen. Perhaps one of the newly screened parents will offer to take this on.</li> <li>Determine what to do about Mess dinner: Invite families?</li> <li>Determine what to do for 60th anniversary.</li> <li>Determine number of fundraisers and what to do for fundraisers for the upcoming year.</li> </ul>	Sponsoring Committee



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Original Signed By

Greg Izemenakis

Chairperson - SSC 706 Squadron Air Cadets

Original Signed By

Wendy Boland

Secretary - SSC 706 Squadron Air Cadets