



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: Oct 10, 2 013

Members Present: Linda Savasta, Deb McGeachy John Montgomery, Peter Selwyn, Pat Doyle, Namrata Chopra, Galyna Renbaum, Pete Caron

Regrets: Sue Grant, Suukh Kaur, Major Platt

Parents: Lynn Mason, Lisa Keyes

Air Cadet League (ACL) Squadron Advisor: Arlo Speer

Squadron Staff: None

Item	Presenter	Discussion	Action
1. Meeting Called To Order	Chair	Meeting called to order at 6:53 pm	
2. Review and acceptance of previous meeting minutes and election minutes	Chair	<ul style="list-style-type: none"> 1 minor correction noted to correct the adjournment seconder to Galyna 	Linda to update minutes. Motion to accept the Minutes with updates: Moved: Deb 2 nd : Nam
3. Financial Report – Bank Balance	Nam	<ul style="list-style-type: none"> Bank balance as of 10 Oct, \$40,250.46 Outstanding cheque owing to Healey for the 3rd bus for Bush Weekend of \$537.25 for a total of \$1,610.25 Starting next meeting, revenues and expenses for the previous month can be reported using the ACC9 	N/A
4. Squadron Update	N/A	<ul style="list-style-type: none"> Major Platt sends his regrets but reports that the squadron is now 100 cadets strong 	N/A
5. OPC Lottery Tickets	Linda	<ul style="list-style-type: none"> No update yet. Linda and Sue still trying to get dates at Carlingwood and Hazeldean Malls Also trying to get contact from Laurence Senior for Patrices in Almonte. Plan is to get 4 or 5 weekends over the next few months, perhaps to include the Bell Capital Cup or another hockey tournament, starting mid-November Will be setting up a table each Thursday to sell to parents too Will try to get some videos set up on looping DVD to play while selling tickets 	Linda and Sue to continue trying to get dates finalised. Linda to contact OPC Lottery to try to make sure there is some information on the website



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6. 50/50 Fundraiser	Pat	<ul style="list-style-type: none"> • There were 8 & 9 out to the 2 games in September, of which half were from the sea cadets. • Need to find a way to get more parental involvement. The number of people who have withdrawn this year equaled the number of new recruits. • There was some discussion about buying tickets for a game to offer as an incentive (as a draw). Perhaps look out for free tickets & consider offering them at the end of the year. • Having a table at the end of every Thursday night meeting with a signup sheet for 50/50 along with the OPC tickets may help • Start sending monthly newsletters to inform parents of what's coming up plus news e.g. promotions 	<p>John has volunteered to do the newsletters Linda to set up a rotation for manning the table at the end of meetings</p>
7. 2013-14 Budget	Linda	<ul style="list-style-type: none"> • \$300 for monthly bank fees needs to be added. • May try to reduce the \$3000 for band instruments by renting instruments • Range budget – request from Major Platt for shooting jacket & gloves for 10, skis for 5 • PC Lottery – income – figure should probably be \$9875.00 since the fundraising should be \$3650 for 125 books (100 * \$27.50 + 25 * \$35) • Nam will be applying for sponsorship from BMO (not included in budget) • Fundscript – needs to be investigated 	<p>John will request a package from Fundscript Linda to talk to 872 about their experiences of Fundscript Motion to accept the Budget with updates: Moved: Nam 2nd: Pierre</p>
8. Cheering station	Deb	<ul style="list-style-type: none"> • Final expenses figure to be confirmed – need a figure for pizza & water and snacks on the day. Expenses are currently \$295.44, excluding pizza & snacks • Lessons learned: fan wasn't necessary (too cold); majority of expense was to build the planes which were definitely a hit with the runners; uniforms under the orange vests may have looked better; T-shirts couldn't be seen under the vests (but only cost \$3 for the paint). • Decision on whether to do it again next year to be finalised later in the training year, but most seemed to agree it was a great event. • Discussion on whether we give to Soldier On. Consensus was that we could contribute in other ways – eg through money for extra 	<p>All attendees to email Deb with other lessons learned. Sue to write a thank you note for Tom and Linda to sign. Linda and Sue to let Deb know how much was spent on pizza & snacks/water</p>



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		<p>runners or shirts for the runners. Money was donated to benefit the cadets, so should be used for them</p> <ul style="list-style-type: none"> Major Platt & Linda to sign a thank you note to send to the race organisers. 	
9. AGM	Linda	<ul style="list-style-type: none"> Major Platt, Owen Knudson, Linda attended The senior cadets selected a chair for their group – Laval cadet selected – she will have the job of liaising with chair at regional level and can be used as a sounding board for other senior cadets when needed Topics discussed included: language issues in summer camps; camp certificates delivered in French; fundraising opportunities It was clear how fortunate we are in Ottawa 5 other squadrons from Ottawa attended – good for networking, partnerships to be used as much as possible during this training year 	
10. Walk-a-thon	Linda	<ul style="list-style-type: none"> Galyna & Suukh to take in pledges from the cadets next week (deadline is 17th) Will be carried out in partnership with 872 Food, gifts and staff are all in place Will be using GRC & Stittsville arena for toilet stops at the end of the walk Need screened volunteers to walk with cadets Need screened volunteers to take in pledges at start of walk 872 providing drinks Linda to pick up sandwiches which are being donated 9 volunteers from 872 Deb, Peter, Galyna all to help on the day Galyna to generate tax receipts 	Linda to email Deb, Peter and Galyna regarding when & where to be
11. Roles of Directors	Linda	<ul style="list-style-type: none"> Would like to start assigning roles to members of the committee To be discussed further at the next meeting 	
12. Bi-Election	Linda	<ul style="list-style-type: none"> Now have 2 vacant seats – Suukh has stepped down Would like to hold a bi-election in at next sponsoring committee meeting on 21 November 	Linda to request an email from Suukh to say that she will be stepping down Sue to send out 2 week notice for elections



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			Linda to decide on timing – beginning or end
13. Squadron Merchandise	N/A	<ul style="list-style-type: none"> Deferred to November meeting Suggestion to add technical t-shirts to the order forms 	
14. Volunteer screening	Linda	<ul style="list-style-type: none"> This was a big topic of discussion at the AGM If a parent is doing anything directly with cadets they must be screened / have a blue card Police may start charging for screening Squadron currently have 9 screened parents Suggest that spouses of sponsoring committee get screened Typically takes 4-6 weeks 	
15. Trailer Repairs	Linda	<ul style="list-style-type: none"> Repairs are ongoing and on track Windows will be less expensive than expected 	
16. Trillium Foundation	Linda	<ul style="list-style-type: none"> Trillium Foundation grant application to be rewritten by Major Platt & Linda's father Plan is to go for the larger grant (\$25,000) which has a bigger scope 	
Other Business			
a) Parade of lights	Peter	<ul style="list-style-type: none"> Stittsville have approached Peter to put in trailer with the cadets Evening of November 30th (Saturday) Peter can use his truck but his trailer isn't road worthy 	Linda to ask Pinto Valley Ranch if they can lend us a trailer Peter to talk to Major Platt
b) Xmas gift sale	Galyna	<ul style="list-style-type: none"> Cadets bring in unwanted gifts to donate Sell them & make money for squadron 	Linda to talk to Tom
Adjournment		Meeting adjourned at 9:00 Motion to Adjourn: Linda 2 nd : Deb	Meeting Adjourned
Next Meeting		21st November	