



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: June 20, 2013

Members Present: Judy Brignell, Nam Chopra, Clarke Bedford, Karen Nemes, Sue Grant, Linda Savasta, John Montgomery, and Laurence Senior

Regrets: Pete Caron, Pattie Filoso, Kathy Reid, Sukh K

Guests: Deb M, Galyna R, Peter S, Pat D.

Air Cadet League (ACL) Squadron Advisor: Arlo Speer

Squadron Staff: Maj. Platt

Item	Presenter	Discussion	Action
1. Meeting Called To Order	Chair	Review and acceptance of the agenda Addition to the Agenda: GST/HST Update	Motion to accept the agenda as amended: Moved: Karen 2 nd : Clarke
2. Review and acceptance of previous meeting minutes	Sue	No errors or omissions noted.	Motion to accept the minutes of the meeting of May 9, 2013 Moved: Laurence 2 nd : Nam
3. Financial Report – ACC9	Nam	<ul style="list-style-type: none"> • ACC9 balance \$22,108.08 • Bank balance: \$23,398.44 • Difference (\$1290.36) unreconciled cheques • Revenues for June - \$2248.90 • Expenses for June - \$1813.95 • In addition, a number of cheques to be written at the end of the meeting to cover Year End Trip/Mess dinner expenses, Sqn Merchandise order as well as Army Run entry fees – totalling approximately \$7000 • Judy identified some entries needing to be adjusted related to ACC9 categories. • Question related to the claims tracker not complete. Determined this is because CO has been submitting claims for reimbursement, CO tracks separately from ACC9 and reimbursements are posted via revenue journal 	Nam to update the ACC9 with the corrections



706 Snowy Owl Squadron Royal Canadian Air Cadets

Item	Presenter	Discussion	Action
4. Squadron Updates – CO’s Report	Maj. Platt	<ul style="list-style-type: none"> • 115 cadets registered in the SQN - number will go down when program resumes in Sept due to a number of cadets ‘aging out’ • 99 Cadets on parade for Annual • 84 Cadets at Mess Dinner • 66 Cadets participated in the year end trip • 52 cadets confirmed, to date, to attend summer training. Still trying to get camps spots for cadets on stand-by. • Usually only 1/3 of cadets attend summer training – With current numbers, Sqn has 45% of cadets attending summer training – anticipates this number will be reduced next year as DND budget gets tighter • Staffing – 8 officers and 2 generalists and 4 specialists • OCdt Berthiaume was enrolled in the Canadian Forces at Mess Dinner 	
5. Business Arising from the Minutes			
a) 706 Squadron Scholarships	Clarke, Karen, John	<ul style="list-style-type: none"> • Five essays submitted • Feedback on process – The criteria established perhaps too vague (i.e.: more detail on how the committee will evaluate could be provided) • Recommendation to refine the criteria for the essay • Suggestion that the people that volunteer to review are the ones who develop the criteria 	NA
b) Sens 50/50	Judy	<ul style="list-style-type: none"> • SSC and volunteers raised \$8825(less \$430 - legion/other charity who helped) for a Total of \$8395 	
c) HST/GST Rebate	Judy	<ul style="list-style-type: none"> • Sqn SSC will receive a rebate of \$4295.35. (4 yrs of rebate) • Cheque being mailed – should receive before month end • Because of the extra money Judy recommended that the committee purchase Biathlon equipment • The Savasta's have done some research - looking for some sponsorship as well for biathlon 	Discussion and agreement that a priority for next year be placed on purchasing sporting equipment with revenues from Sens 50/50 fundraising.



706 Snowy Owl Squadron Royal Canadian Air Cadets

Item	Presenter	Discussion	Action
d) Annual Ceremonial Review	Linda	<ul style="list-style-type: none"> Covered all expenses via Sqn families' donations as well as private/business donations 	Linda will forward lessons learned to the Secretary for the SSC records
e) Ontario Trillium Foundation Application	Linda/Sue	<ul style="list-style-type: none"> Application for \$15,000 for Pipe and Drum Equipment Recommendation to postpone submission of the application for band equipment for the July 1 deadline and the 2013/2014 Committee would pursue the application for the Nov application deadline Discussion regarding the pros and cons of submitting the application for the July 1 deadline instead of November 	Motion to submit the application for the July 1 deadline Moved: Karen 2 nd : Clarke Those in Favor - 3 Those Opposed - 2 Abstain – 2 Motion Carried
6. New Business			
a) Bank Signing Authority	Linda/Judy	<ul style="list-style-type: none"> Current committee members with bank signing authority need to sign off the bank account and new committee members (Chair, 1 Vice, 2nd Vice) to be added to account as signing Authority 	<ul style="list-style-type: none"> To be coordinated for after July 1
b) By-Election	Linda	<ul style="list-style-type: none"> Currently two committee positions vacant: a director position and the treasurer position SSC needs to give two weeks' notice of a bi-election to the Sqn Community Due to summer approaching, likely not feasible to have a bi-election over the summer Sue offered to cover as treasurer until the bi-election in September 	NA
c) Storage Locker	Judy	<ul style="list-style-type: none"> Storage Locker fees are due at the beginning of August Decision to pay the fee ASAP. 	
d) OPC Lottery Tickets	Judy	<ul style="list-style-type: none"> Have been advised that the cheque is in the mail 	
Adjournment		Motion to Adjourn: Karen 2 nd : Nam	Meeting Adjourned
Next Meeting		To be determined by 2013/2014 Committee	