



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

Date: 22 March 2018

Members Present: Sue, Rachel, Sawan, Zdena, Laura-Lee, Pat, Nathalie

Air Cadet League (ACL) Squadron Advisor: Arlo Speer, absent

Squadron Staff: Capt Bejenaru

Absent: Greg

Guests: Martin Bélanger, Laura Dominguez, Fred Schultz

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Sue	Meeting called to order at 6:50 pm <ul style="list-style-type: none"> • Roundtable introductions 	Motion to approve the agenda: Moved: Sawan 2 nd : Nathalie Carried
2. Review and acceptance of previous meeting minutes – 15 Feb 2018	Rachel	<ul style="list-style-type: none"> • No amendments 	Motion to approve the Minutes Moved: Pat 2 nd : Laura-Lee Carried
3. Chair's Update	Sue	<ul style="list-style-type: none"> • All remaining expense claims to be submitted to DND by the end of this week, which will maximize use of allocated funds • Significant effort by various committee members of late has been focused on preparing for the raffle and tagging fundraisers • Update on Regional Cadet Study Bursary – 1 application received. Committee members who reviewed the application thought it was well done and will forward it to the region • Provided an update on two possible donations to the Sqn. Both are still in progress with details to be finalized. More information will be shared as things are finalized. 	
4. CO Update	Capt Bejenaru	<ul style="list-style-type: none"> • Results from recent events: 	Motion to approve an upset budget 350\$ for bus



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		<ul style="list-style-type: none"> ○ Provincial biathlon competition: 4 cadets competed and some level 3 cadets participated as officials, good comradery amongst squadrons, well-organized and a great experience for those who participated ○ National biathlon competition, 1 cadet participated as an official (Sgt Dunn), the region did quite well at nationals ○ Emergency First Aid class – 24 cadets participated ○ March Break, some optional activities continued due to cancellations during the year ○ Cadet Music Festival this upcoming weekend ○ Semi-Annual Review in February ○ Bubble Soccer – at sports night 2 weeks ago ○ Montreal Trip – full coach bus, cadets had fun ● Upcoming events : <ul style="list-style-type: none"> ○ Archery Tag – March 23 sports night ○ Next big activity is Tagging Weekend, plan is being coordinated between Sue and CI Simpson ○ Spring FTX, YET and Annual Review ○ Parliament – looking to organize a tour with our MP, will likely organize a bus to facilitate transportation ● Effective strength: currently at 142, including 5 new cadets 	<p>transportation for the visit to Parliament Hill Laura-Lee 2nd : Sawan Carried</p>
<p>5. Treasurer / Sqn Finances Update</p>	<p>Sue on Greg's behalf</p>	<ul style="list-style-type: none"> ● As of Mar 7th, approx. 45,000\$ in main account ● Greg has been tracking expenses and expense claims to ensure everything reconciles and the budget and tracking is up to date ● Will provide a reconciliation of the pasta dinner, it appears we generated a profit of approx. 500\$ ● Greg is asking whether we want separate or combined monthly reports for March & April, committee leaves it to the treasurer's preference 	



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6. Pasta Dinner	Sue/All	<ul style="list-style-type: none"> • Sue thanked all for participating and pitching in • Location worked out well • SouperSpag provided good food, the participants appreciated the food (including the gluten free options) and the opportunity to socialize • Silent auction was a first and it turned out well • Lessons learned – can reduce the number of volunteers needed for set-up • 117 participated, generated a profit of approx. 500\$ 	
7. Raffle	Sue/Rachel	<ul style="list-style-type: none"> • Lottery license has been obtained from the City of Ottawa • Pickup of tickets by parents start this evening, will continue at the start and end of parade night for the next few weeks • All tickets must be sold by May 10th, 2018 and returned to the committee before the draw on May 31st, 2018. • Funds will cover part of the league assessment fee as well as the purchase of some band equipment 	
8. Tagging Weekend Fundraiser / ACL Career Expo	Sue/All	<ul style="list-style-type: none"> • Upcoming on Apr 13th to 15th • Last year raised over 9000\$ • Requires a lot of squadron support, one screened volunteer per site, as well as volunteers to count/roll coins • Sawan is coordinating the volunteer schedules • Sign-up for cadets goes out tonight, asking cadets to sign up for minimum for 1 shift • Incentive (Lenovo table + case) for fundraising provided by the league, after discussion, the committee has decided that every cadet who completes a tagging shift will have their name entered in a draw for the tablet 	



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		<ul style="list-style-type: none"> • ACL Career Expo, on Sunday of the tagging weekend at the Nepean Sportsplex, open to cadets Ottawa and Quebec at no cost as well as SCC members. Discussed participation from squadron. • Because staff will be supporting our tagging weekend, they will not be supervising at the expo. • Committee will share information about the expo with cadets and encourage them to sign up for a tagging shift at another time if they want to attend the expo. 	
9. Forward Planning – Activities and events for the balance of the training year	All	<ul style="list-style-type: none"> • 2 months left in the cadet training year • Sponsoring Committee Bursary – 1000\$ budgeted, need a review committee, Rachel will lead. Martin volunteered, Sue will ask a staff member to join the panel • Annual Ceremonial Review – upcoming Jun 3rd, reviewing officer will be MGen Lowthian, at Carp Arena (already booked), looking for volunteer to organize the reception (Laura, Rachel , Zdena and Nathalie), Sawan to coordinate volunteers for the transportation of items to and from Carp, as well as take down after the event • Final COs parade – looking to repeat last year’s formula (popcorn and popsicles) Fred volunteers to help. • Army Run – Laura-Lee will talk to coordinators to organize cadet participation at reduced cost. 	
10. Next Meetings	Meet again next week, Thursday, March 29 th , 7:15 – 8:30pm Regular Meeting, postponed 1 week to Thursday, April 26 th , 2018, 6:45 – 9:00 pm at Connaught. Regular meetings continue - 3 rd Thursdays of the month		
11. Motion to Adjourn	Motion to adjourn at 8:54 pm		Motion to Adjourn. Moved: Pat 2 nd : Nathalie Carried



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Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
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Original Signed by

Susan Grant
Chairperson
SSC 706 Squadron Air Cadets