



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

**Date:** 23 November 2017

**Members Present:** Sue, Greg T., Rachel, Nathalie

**Air Cadet League (ACL) Squadron Advisor:** Marie-Christine Lalonde

**Squadron Staff:** Capt Alex Bejenaru

**Guests:** Zdena Harder, Sawan Goyal, Pat Carrière, Laura-Lee Balkwill, Nancy Bourbonnais

Item	Presenter	Discussion	Action
1. Meeting Called To Order	Sue	<ul style="list-style-type: none"> <li>● Meeting called to order at 7:05 pm</li> </ul>	
2. Chair Update	Sue	<ul style="list-style-type: none"> <li>● New weekly messages :               <ul style="list-style-type: none"> <li>○ Volunteer Screening - Inviting prospective volunteers to pick-up / drop-off volunteer screening packages on Nov 30<sup>th</sup></li> <li>○ Toiletries Drive : Laura-Lee has prepared info sheet and a points system</li> </ul> </li> </ul>	
3. Roundtable introductions	All	<ul style="list-style-type: none"> <li>● Those individuals present introduced themselves</li> </ul>	
4. By-Election for the Director Positions of Squadron Sponsoring Committee	All	<ul style="list-style-type: none"> <li>● By acclamation, Zdena Harder, Sawan Goyal, Pat Carrière and Laura-Lee Balkwill are now directors of the 2017-2018 706 Squadron Sponsoring Committee</li> </ul>	
5. Pasta Dinner	All	<ul style="list-style-type: none"> <li>● Date:               <ul style="list-style-type: none"> <li>○ Feb 9 – 11, 2018 is no longer available as a possible date as there is a possible Winter FTX</li> <li>○ Looking at Feb 23/24</li> </ul> </li> <li>● Location :               <ul style="list-style-type: none"> <li>○ Lions Stittsville Hall, full kitchen, capacity 150</li> </ul> </li> </ul>	<p><b>Action: Sue and Nancy to arrange viewing of Lion's Hall</b></p> <p><b>Greg will have update re: school next week</b></p>



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		<ul style="list-style-type: none"> <li>○ May be able to get it for free if we allow them to sell beverages and alcohol</li> <li>○ Greg reached out to École élémentaire Julie Payette (in Kanata) waiting for a response, cost is minimal, can get for a 100\$ donation</li> <li>● Food <ul style="list-style-type: none"> <li>○ Caterer 'SouperSpag' out of Montreal</li> <li>○ Cost 5.50\$ per plate for 100 to 150 individuals (pasta, meat sauce, bread and ceasar salad</li> <li>○ Dessert, butter, condiments would be extra so committee would source those locally</li> </ul> </li> </ul>	
6. EF Tours	Pat	<ul style="list-style-type: none"> <li>● International company that does youth tours, including cadets</li> <li>● Are promoting DDay 75, 8 to 12 days, on the beach in Normandy for the 75<sup>th</sup> anniversary in June 2019</li> <li>● Price including airfare, entrances, cost would be approximately 3,600\$ per person (cost could be lower if chaperones pay their own way, probably around 3000\$ per cadet)</li> <li>● Includes breakfast, supper, not included lunch and gratuities</li> <li>● Would be a once in a lifetime opportunity for the cadets</li> <li>● Long term commitment, which would require extensive planning to either assist or fundraise the costs for the cadets</li> <li>● Possibility that it could conflict with regular fundraising necessary to operate the squadron</li> <li>● Committee agrees to explore further by speaking to: the company representative, local school teacher who has organized a similar trip to Vimy in 2017 and a squadron cadet who participated in the Vimy 2017 trip</li> </ul>	<p>Action: Pat will contact EF tours to see if someone could come and speak with SSC. Greg will liaise with local teacher as well.</p> <p>Following additional information provided, SSC will discuss options / next steps.</p>
7. CO Update	Capt Bejenaru	<ul style="list-style-type: none"> <li>● Regional Winter FTX Update</li> <li>● In years past, region funded activity</li> </ul>	Action: Further discussion at next regular meeting of SSC.



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		<ul style="list-style-type: none"> <li>• This year, the region won't fund as a whole, so squadrons working together to organize, project that costs would be 1000\$ to pay for transportation, training aids, etc.</li> <li>• Region to pay for facility and food (MREs)</li> <li>• CO meeting with other Sqns in early Dec., will have more details re: cost for next meeting</li> </ul>	
8. Prizes for Raffle	All	<ul style="list-style-type: none"> <li>• Since we must determine our prizes before preparing an application for the raffle license, we are considering purchasing electronics as part of Black Friday Deals for raffle prizes               <ul style="list-style-type: none"> <li>○ 50" Sharp 4K LED TV, sale ends tonight (499\$ + tx), regular price</li> <li>○ Tablets, Samsung – 2 tablets at 89\$, regular</li> <li>○ Headphones – 2 pairs 99\$, regular 200\$</li> </ul> </li> <li>• Potential donation of Round of golf for 4, Eagle Creek (Zdena)</li> <li>• Potential donation of horseback riding, Wilderness Tours (Zdena)</li> <li>• Brookstreet (Greg)               <ul style="list-style-type: none"> <li>• Idea re: Playhouse/Theatre Tickets</li> </ul> </li> <li>• Still looking at other prize options</li> </ul>	<p><b>Sponsoring Committee approves the expense of 1000\$ + tx, for a TV, 2 tablets and 2 headphones for prizes for the May 2018 raffle.</b></p> <p><b>Motion – Sawan</b> <b>2<sup>nd</sup> – Laura-Lee</b> <b>Motion carried</b></p> <p><b>Actions:</b> <b>Rachel – Write letter re: raffle fundraiser to provide to potential donors.</b> <b>Zdena – continue to pursue Eagle Creek, horseback riding, wilderness tours</b> <b>Greg: Confirm Brookstreet donation once letter provided</b> <b>Laura-Lee – Pursue Playhouse/theatre tickets</b></p>
9. Next Meeting	Thursday, December 7 <sup>th</sup> , 2017, 6:45 – 9:00 pm at Connaught. Regular meetings continue - 3 <sup>rd</sup> Thursdays of the month (move up so as to not conflict with toiletries drive)		
<b>10. Motion to Adjourn</b>	Motion to adjourn at 8:51 pm		<b>Motion to Adjourn.</b>



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		Moved: Pat 2 <sup>nd</sup> : Zdena <b>Carried</b>

### Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
Dec 7 <sup>th</sup> , 2017	<ul style="list-style-type: none"> <li>● Apply for Staples Discount Card (10-15% for photocopying)</li> </ul>	Nancy
Dec 7 <sup>th</sup> , 2017	<ul style="list-style-type: none"> <li>● Pasta Dinner, date, location, food</li> </ul>	Sue/Sophia/ Nancy
Dec 7 <sup>th</sup> , 2017	<ul style="list-style-type: none"> <li>● Bottle Drive – develop flyer</li> </ul>	Laura-Lee
Dec 7 <sup>th</sup> , 2017	<ul style="list-style-type: none"> <li>● Raffle, develop weekly messages, letters/scripts to solicit donations, etransfers and square</li> </ul>	Rachel / Greg

Original Signed by

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Susan Grant  
 Chairperson  
 SSC 706 Squadron Air Cadets