



# 706 Snowy Owl Squadron Royal Canadian Air Cadets

## Squadron Sponsoring Committee – Minutes

**Date:** 31 March, 2016

**Members Present:** Linda, Cheryl, Galyna, Rob, Kathy, Pat

**Regrets:** Sue, Roger

**Air Cadet League (ACL) Squadron Advisor:** R. Brooks

**Squadron Staff:** Maj Platt

**Guests:** None

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Linda	<ul style="list-style-type: none"> <li>Meeting called to order at 6:55 pm</li> <li>No additions to the agenda</li> </ul>	<p><b>Motion</b> to approve the agenda: Moved: Galyna 2<sup>nd</sup>: Rob <b>Carried</b></p>
2. Review and acceptance of previous meeting minutes – January 21 <sup>st</sup> , 2016	Cheryl	<ul style="list-style-type: none"> <li>No errors or omissions</li> </ul>	<p><b>Motion</b> to approve the Minutes: Moved: Kathy 2<sup>nd</sup>: Pat <b>Carried</b></p>
3. Financial Update	Linda	<ul style="list-style-type: none"> <li>Financial update attached to minutes for review next meeting</li> </ul>	
4. Budget Update	Linda	<ul style="list-style-type: none"> <li>Reducing spending by \$9245 by removing canal sk8 and civilian races for biathlon; removing generator rental for army run, removal \$2500 for flight sim (not yet ready) will revisit next year; reduced \$1250 for instruments; food for walk-a-thon was donated, no pumpkins purchased; Mess Dinner place cards were donated; cadets brought lunch for element day; no year end trip (\$4000)</li> <li>Revised expenditures from \$67,292 to \$58,038</li> <li>Retain \$500 for furniture</li> <li>Mental health training – retain but may not have opportunity</li> <li>Bus for flying may be covered by DND</li> <li>Cosmodome - cadets brought lunch but SSC purchased second meal</li> <li>Income budget – slightly behind the plan; didn't make as much as we hoped for walk-a-thon; GST yet to be resolved; TAG days likely less than planned; however 50/50 will be more \$ than estimated</li> </ul>	<p>Motion to approve revised budget; income remains the same, expenditures as reflected in the attached revised budget: Rob 2<sup>nd</sup>: Galyna <b>Carried</b></p>



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		<ul style="list-style-type: none"> <li>• Bank balance as of March 15<sup>th</sup> \$33,902.17</li> <li>• Comment from Mr. Brooks – financial information and tracking is phenomenal. Well done to Maj Platt and Roger!</li> </ul>	
5. COs Update	Maj Platt	<ul style="list-style-type: none"> <li>• Yearbook – considering a substantial effort with a glossy book 16 pages \$267 for 20 pages (50 copies) or \$326 for 100 copies; 150 copies (would need a quote)             <ul style="list-style-type: none"> <li>○ \$350 currently allocated for yearbook</li> </ul> </li> <li>• 104 on strength now; goal 105 by end March</li> <li>• Staff – 8 slate positions, 7 filled + volunteers</li> <li>• Summer training – National courses 14 interviewed. Selections include: 3 power, 3 glider and 1 Advanced Aerospace. No other camps for 706 yet.</li> <li>• Regional courses – 60 applicants. In process of vetting cadet requests. Waiting for RCSU to provide number of positions we will get so we can commence selection. May be as late as May before parents informed.</li> <li>• Competitions             <ul style="list-style-type: none"> <li>○ Effective speaking - 21 Feb Cdt Phillips came 7<sup>th</sup> (very close competition)</li> <li>○ Biathlon 31 Jan – over 20 cadets participated. Kiwakoski – 3<sup>rd</sup>; Lowthian 3<sup>rd</sup>; Koenig &amp; Mapp-Nadeau team – 2<sup>nd</sup></li> <li>○ Range 12 Mar – 10 cadets 2<sup>nd</sup> and 10<sup>th</sup> in the region. A team going to provincials in Val Cartier.</li> </ul> </li> <li>• Events             <ul style="list-style-type: none"> <li>○ Winter Bush – 9-12 Feb 7 cadets attended. Won winter bush trophy</li> <li>○ Level 1 day – 28 Feb</li> <li>○ Power Flying – 6 Mar 30 cadets flew</li> <li>○ Cosmodome – 19 Mar (52 cadets) Excellent activity</li> </ul> </li> <li>• Connaught Range update –             <ul style="list-style-type: none"> <li>○ We share facilities as they belong to the summer training centre. New CO is making many positive changes and wants Connaught to be a friendly space that all the units in the</li> </ul> </li> </ul>	NA



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		<p>area can use.</p> <ul style="list-style-type: none"> <li>○ Canteen – new space in corner of parade square behind half door with fridges that we can use. Will move fridges off parade floor</li> <li>○ New photocopiers onsite</li> <li>○ Building new troop shelter in next year that we will have access to and considering heating one of the large parade spaces</li> <li>○ Bumped from facilities this weekend so must cancel sports day this weekend</li> <li>○ Will be installing 5 new flat screen tvs or projectors in classrooms</li> <li>○ Will tar and chip pave the roads this year as well</li> </ul> <ul style="list-style-type: none"> <li>• Upcoming activities             <ul style="list-style-type: none"> <li>○ Spring Bush weekend</li> <li>○ ACR - Karen McCrimmon reviewing officer</li> <li>○ Night at the Museum 30 April – need parents to sleep over</li> </ul> </li> </ul>	
<b>5. Business Arising</b>			
a) Toiletries Drive	Rob	<ul style="list-style-type: none"> <li>• Good turnout for 2 nights of collection</li> <li>• Results were dramatically different because we weighted lighter items worth more points to encourage getting the items we needed</li> <li>• Ottawa Mission was very thrilled with the donations</li> <li>• &gt;800 razors, &gt; 200 bottles of shampoo</li> <li>• Simple activity that is very rewarding for the cadets. Great activity for cadets to contribute around Christmas</li> <li>• Committee agreed that we should continue this activity next year at Christmas</li> </ul>	NA
b) Pasta Dinner	Cheryl/Sue	<ul style="list-style-type: none"> <li>• Successful event with some challenges</li> <li>• There were some communications challenges with the Legion</li> <li>• Food was good; cost was slightly higher than planned due to a misunderstanding about maximum numbers</li> <li>• Consider using the Connaught mess hall next year</li> </ul>	ACTION: Linda/Cheryl to try to secure a couple of dates for pasta dinner with the galley at Connaught now. Nov after Remembrance Day is a good time



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		<ul style="list-style-type: none"> <li>• Dance - Cadets did a wonderful job with managing the dance and it appeared that it was a highly successful social event for the cadets.</li> <li>• Great participation - there was increased participation this year over last (up by about 20 people), so still an interest by Sqn families to participate</li> <li>• SignUpGenius was a great way to monitor interest/reserve tickets - all tickets reserved were picked up/paid for.</li> <li>• Door prizes - suggest focusing on just securing a few things next year and not worry about getting a bunch of prizes</li> </ul>	
c) TAG Days	Linda	<ul style="list-style-type: none"> <li>• Weekend of 23/24 April</li> <li>• Short on spots this year. Waiting to hear from LCBO</li> <li>• So far we have Sobeys, Starbucks, Rexall, Metro on March Rd, Canadian Tire, Dollarama, Cora's and maybe LCBO</li> <li>• Will need help with parent supervisors</li> <li>• Sign up through Signup Genius</li> </ul>	ACTION: Linda will finish request for insurance. Will need someone to drive around and collect money
d) Mess dinner	Linda	<ul style="list-style-type: none"> <li>• Huge success. Lt Gen Millar as GOH was perfect</li> <li>• Great turnout, but some seniors were unable to attend due to Outdoor Ed trip</li> <li>• Next year planning to go to AF Officers Mess; check WO/Sgt Mess as it has a great reputation for good food, atmosphere</li> </ul>	NA
e) Cosmodome	Linda	<ul style="list-style-type: none"> <li>• Full bus 52 attended</li> <li>• Great event; lots of positive feedback</li> <li>• Maj Platt and staff are considering this event every second year</li> </ul>	NA
<b>6. New Business</b>			
a) Upcoming activities	Linda	<ul style="list-style-type: none"> <li>• Bowling on Saturday – sign up full</li> <li>• 9/10 Apr First Aid course</li> </ul>	ACTION: Linda will ask Maryanne Wilkinson to come speak to cadets



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		<ul style="list-style-type: none"> <li>• Tag 23/24 Apr</li> <li>• Night at Museum Sat 30 Apr</li> <li>• Range Rd Clean up Sat May 7<sup>th</sup></li> <li>• 13 -15 May Spring Bush weekend</li> <li>• 28/29 May – Power flying Rockcliffe/ Gliding Smith’s falls</li> <li>• 4 June ACR practice</li> <li>• 5 June ACR at Carp Arena</li> <li>• 9 June – final CO’s parade and year end BBQ</li> </ul>	at beginning of road clean up. Linda will ask Tim Hortons if they will support Range Rd clean up with hot chocolate.
b) OPC Lottery	Linda	<ul style="list-style-type: none"> <li>• Instead of OPC, run our own lottery.</li> <li>• Use \$2000 to purchase prizes.</li> <li>• For OPC, we only get 50% of cost of book back unless we buy more than our cadet quota</li> <li>• We are set up to run our own lottery so coordination will be easy</li> <li>• Sell at \$5/ ticket. \$100 worth of tickets must be purchased by the family and they must then return stubs after they sell the tickets</li> <li>• Travel agencies – buy a gift certificate then promote a vacation worth that value or get a gift certificate worth equal value</li> <li>• Will continue with SENS 50/50 next year. SENS have not made a decision about how this will be structured next year.</li> </ul>	<b>ACTION:</b> Kathy will approach Kanata Travel about travel voucher for lottery
c) Army run	Cheryl	<ul style="list-style-type: none"> <li>• Registration as a group. Cadet cost \$20 for either 5K or ½, but must be 16 to run the ½. Adult cost will freeze at \$45 for 5k and \$80 for the ½ no matter when we register.</li> <li>• Cadets should pay ½ the registration fee (\$10) and must have parent sign off on the registration</li> <li>• Maj Platt feels that staff can pay their own registration</li> <li>• Registration forms to be posted on website. Money and forms to be collected by Cheryl</li> </ul>	<p><b>Motion:</b> SSC to pay ½ the registration fee for cadets. Cheryl 2<sup>nd</sup>: Kathy Carried</p> <p><b>ACTION:</b> Linda/Cheryl print out registration forms and commence registration on 14 Apr – 28 Apr. Announcement on website and at cadets.</p>
d) SSC Post-secondary bursary	Linda/Sue	<p><b>SSC Bursary</b></p> <ul style="list-style-type: none"> <li>• \$1000 budgeted for the SSC bursary (available to cadets attending post secondary in Sept (college or university)</li> <li>• Need to determine the # of cadets attending post secondary education in the fall</li> </ul>	<b>ACTION:</b> Rob and Kathy are interested and will discuss with Sue



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		<ul style="list-style-type: none"> <li>Form a committee:               <ol style="list-style-type: none"> <li>Determine the method to apply (essay, application, interview etc. (In previous years applicants picked a topic from a list of effective public speaking topics and submitted an essay)</li> <li>Determine timelines for application</li> <li>Determine how to assess and award</li> </ol>               Need decision prior to ACR in order to write checks and make presentation at ARC             </li> </ul>	
e) Upcoming election	Rick	<ul style="list-style-type: none"> <li>By 5 May, broadcast message that election will be held on 19 May</li> <li>Need to elect 11 to the committee and then decide positions</li> <li>Mr Brooks will be elections officer. No proxy permitted.</li> </ul>	<b>ACTION: Sue to</b> post upcoming election on website and in announcements
<b>7. Next Meeting</b>	Apr 21 <sup>st</sup> Connaught @ 6:45 PM		
<b>8. Motion to Adjourn</b>	8:53 pm		<b>Motion to Adjourn.</b> Moved: Pat 2 <sup>nd</sup> : Galyna <b>Carried</b>

### Outstanding Action Items

Meeting Date	Action Item	Responsibility
April 9 <sup>th</sup>	<ul style="list-style-type: none"> <li>Consider more frequent parent night events – i.e. Parents can come out and attend first period with their cadet every 6 weeks – no formal reception. Invite parents to participate in range or other activities</li> <li>Meet with Kanata Business Improvement Associations about tagging/706 Squadron – inform and create good will among businesses in the Kanata area (Spring)</li> </ul>	Committee/Staff
Jul 18 <sup>th</sup>	<ul style="list-style-type: none"> <li>Charter amendment – Member Absentee Section</li> </ul>	Roger