



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: July 9th, 2014

Members Present: Linda Savasta, Deb McGeachy, John Montgomery, Sue Grant, Lynn Mason, Peter Selwyn, Pat Doyle

Regrets: Pete Caron, Galyna Renbaum, Roger Saberton

Air Cadet League (ACL) Squadron Advisor: None

Squadron Staff: None

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Linda	Meeting called to order Additions to the Agenda: Storage Spaghetti Dinner DND- Tag Days Fundscript - Fundraising Army Run Photographer Registration Table	Motion to approve the Agenda: Moved: Lynn 2 nd : Peter
2. Review and acceptance of previous meeting minutes – June 20th	Sue	<p>Review of Action Items</p> <p>Upcoming Training Year</p> <ul style="list-style-type: none"> Letter from the CO/Proposed 2014/2015 training schedule posted to the Sqn Website <p>Duke of Edinburg Award Program</p> <ul style="list-style-type: none"> Lt Lambert will approach Lt Singh as the lead for the Sqn and Lt Lambert will approach the parent who was interested. Lynn will wait to see outcome. Chris will be speaking with a representative from D of E about coming into speak to the Sqn about the program. <p>Carp Fair</p> <ul style="list-style-type: none"> Update as part of meeting agenda <p>Circle of Excellence</p> <ul style="list-style-type: none"> Information provided to Sue to incorporate into the Work Plan for the committee <p>Several spelling errors noted and corrected.</p>	Motion to accept the Minutes: Moved: Deb 2 nd : Lynn



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3. Business Arising From The Minutes			
a) Carp Fair - Update	Linda	<ul style="list-style-type: none"> • Confirmed that SSC/Sqn would have to participate all four days of the fair at a cost of \$400 • West Carleton minor hockey and 4H helping at the front gate • Decision – Not to proceed with the Carp Fair as a recruiting exercise • Discussed the Recruitment / Road Signs at Rifle Road as well as March and Carling through Cheetah Signs. Quote of 45 days/2 signs \$457 (double sided). Cheetah doing a mock up. 	<ul style="list-style-type: none"> • Linda will send along the info to the committee for a decision in order for signs to be up by August 11th.
b) Sqn Website/ Communication	All	<ul style="list-style-type: none"> • Discussion about areas of the Sqn Website requiring improvement. Suggestions include: <ul style="list-style-type: none"> • Calendar needs to be up to date at all times • Review the home page and look at what can be removed and prioritized • Suggest reviewing 742 Sqn website for ideas • Review info along left side of home page • Clean up stale dated info. • Suggest that the tentative dates for the 2014/2015 training schedule be added to the calendar. • Need/relevant information on the website including on the home page • Need to be able to update the sponsor information on the main page. • Need to also have a process related to email to parents - email and website identified as the two main places that they get information. • Going forward Volunteer opportunities for cadets to go through the CO. Will be announced Thursday night and contact information passed onto interested cadets. Opportunities then get to all the cadets. • Other Sqns also follow this sort of process 	<ul style="list-style-type: none"> • Sue/John and a designated Sqn staff to review the website based on the discussion • Sue to contact the webmaster to get access to the website for John. • Suggest through the CO that the SR Cadets have a discussion about the Sqn Facebook page - what they want it to be used for



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4. New Business			
a) Sqn Merchandise	Deb	<ul style="list-style-type: none"> • Looking to move the Sqn merchandise to Protocol. (more local vendor) • Deb will confirm the set up fees and let the committee know • Deb will also ask them about corporate sponsorship 	<ul style="list-style-type: none"> • Linda will send PDF of Sqn Logos to Deb • Sue will send Deb current vendor's prices. • Sue will send Deb the Corporate Sponsorship letter
b) Storage Unit	Peter	<ul style="list-style-type: none"> • Talked with Sr Manager at Dyson and has not heard anything back • Not sure that they can match 3 months free currently receiving from Windmill. 	<ul style="list-style-type: none"> • Peter to advise of outcome with Dymon
c) Spaghetti Dinner	All	<ul style="list-style-type: none"> • Still planning for Nov 14th • Deb has asked a friend with a band about playing – pending follow up • Suggestion of an international potluck instead of a spaghetti dinner - could still have at the Legion - no charge for the room. Bar available. Committee decision to continue with the spaghetti dinner idea • Will engage the parents re: items for the silent auction - Suggest approach Dawn about co-ordinating silent auction donations 	<ul style="list-style-type: none"> • Linda will talk with the Legion - confirm dates. Confirm when would need to know if canceling. • Committee will cover the cost of the dessert (i.e. large cakes) • All committee members to get something to contribute to the silent auction • Galyna will co-ordinate the spaghetti dinner piece • Sue will contact Dawn re: coordinating donations • Sue will look after ticket sales • Galyna, Dawn and Sue to meet in September to discuss next steps and coordination



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d) Tag Day, Fundschrift, Fundraising	All	<ul style="list-style-type: none"> • DND Tagging - not identified yet. • Saturday Oct 11th Tagging Kanata /bottle drive at the Beer stores the same day. • Linda contacting the LCBOs and grocery stores in Kanata to see if Oct 11th is available. • 51 Sqn has not determined the date of the Walk-a-thon yet - probably will not know till the end of Aug. • Skate-a-thon - Feb 12th. • Fundschrift <ul style="list-style-type: none"> • Question as to whether we want to try it this year. • % earned depends on how much you buy • Other Sqns have done it and are not any longer due to low return and high effort <ul style="list-style-type: none"> • Decision to take a pass on this idea • Pending word from Sens Foundation regarding games we want to participate in as well as details regarding volunteers, pay out maximum etc. 	<ul style="list-style-type: none"> • Peter will look at tagging at Canadian Tire in Kanata.
e) Army Run	Deb	<ul style="list-style-type: none"> • Feeling confident our application will be accepted for September. 	<ul style="list-style-type: none"> • Deb to keep Committee informed
f) Photographer/ Sqn Photo	Deb	<ul style="list-style-type: none"> • Consider doing a Sqn/ Individual photo in the fall 	<ul style="list-style-type: none"> • Linda will get an updated quote
5. Other Business			
a) Registration Table	Linda	<ul style="list-style-type: none"> • Linda requested SSC assistance for the registration table on Sept 11th 	Lynn, Pat, Peter
Next Meeting		Aug 12th At Linda's 7:00 pm	
8. Motion to Adjourn			Motion to Adjourn: 1 st : Deb 2 nd :Lynn



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Outstanding Action Items

Meeting Date	Action Item	Responsibility
January 16, 2014	Agenda time to plan strategy for parent involvement/ communication for next year	Committee
May 1, 2014	Ask Kanata Legion to hold Nov 14 th date for 706 Spaghetti Dinner	Linda
May 1, 2014	Confirm available locker sizes and cost with Windmill Storage and confirm with Dymon Storage their prices for a similar size locker.	Linda/Peter S.
May 1, 2014	For 20145/2015 budget preparation <ul style="list-style-type: none"> Determine what the Sqn needs in terms of optional items, determine what DND reimburses and therefore an amount SSC needs to have. Need to determine how much do we want to have in the bank account at the end of each training year and for what purpose? (i.e. facility replacement). 	All
May 1, 2014	<ul style="list-style-type: none"> Next year - Looking at possibly two Saturdays for tagging- Oct 11th and April 18th (1 day each) Also a suggested option is to do a bottle drive on Oct 11th date instead of tagging- Oct 11th is thanksgiving - so may need to account for cadets not available. Could do a combo bottle drive/tagging. 	All
July 20 th	<ul style="list-style-type: none"> Duke of Edinburgh Program – Confirm parent volunteer (Lt Lambert to approach Parent). Lynn is interested as well to coordinate 	Lt Lambert