



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: December 11, 2014

Members Present: Linda S., Pat D., John M., Sue G., Deb M., Roger S.

Regrets: Pete C, Peter S, Lynn M., Rob T., Galyna R.

Air Cadet League (ACL) Squadron Advisor: Not in attendance

Squadron Staff: Not in attendance

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Linda	<ul style="list-style-type: none"> Meeting called to order at 7:06 pm No additions to the agenda 	Motion to approve the agenda: Moved: Deb 2 nd : Linda
2. Review and acceptance of previous meeting minutes – October 16	Sue	<ul style="list-style-type: none"> Review of previous minutes and action Items No errors or omissions 	Motion to accept the Minutes: Moved: Roger 2 nd : Linda
3. Financial Update	Linda for Lynn	<ul style="list-style-type: none"> Review of the Monthly Financial Transactions for the Sqn ACC9 Bank Balance - \$40,194.67 Unreconciled Cheques - \$15,537.85 Unreconciled Deposits - \$10,332.77 Bank Statement Balance - \$45,399.75 Notes: <ul style="list-style-type: none"> Money collected from pasta dinner \$790/Money paid out \$904.00 Sales from Sqn Merchandise \$1606 (Good prices, good to have merchandise on site) DND has approved \$4500 of claims already submitted. Pending approval of claims submitted in the last two weeks for a total of \$5827.44 Capt. Lambert – purchased a projector – will claim to DND as well \$100 deposit paid for Night at the Museum for March 	
4. COs Update	Capt. Lambert	<ul style="list-style-type: none"> No Update 	NA



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5. New Business			
a) Mess Dinner	Linda	<ul style="list-style-type: none"> Quote from the Swan - \$35/pp (include salad/main course/ dessert) Price quote for chicken or vegetable lasagna. Hoping to include the cost of set up and the cutlery/linens and full serve meal in the cost per person \$1000 for the Diefenbaker 	<ul style="list-style-type: none"> NA
b) Raffle Application and License	Roger/Sue	<ul style="list-style-type: none"> City has advised that we are not eligible for a raffle license as we're as a sub-group of the ACL Possibly look at a deferral is possible on the tickets with Air Canada until next year Sue and Roger to keep exploring options including contacting the Ontario Provincial Air Cadet League to see if they would apply for the raffle license on our behalf (as suggested by the City) 	<ul style="list-style-type: none"> Linda will ask Paul to inquire with Air Canada if there is any flexibility with the tickets (as a back up plan) Sue and Roger will meet to discuss the options and report back to the committee in January re: next steps
c) Air Cadet Service Medals	Linda	<ul style="list-style-type: none"> Cadets who have completed 4 years of service as an air cadet are eligible for a medal from the ACL (for each additional year served they are eligible for a gold bar for the medal) Staff have met with the cadets who are eligible and they are to complete the application for the medal Application to be posted to the Sqn website for the cadets to access 	<ul style="list-style-type: none"> Linda to forward the application to Sue to post Sue will post a message on the website and the Sqn FB page Cadets are to submit their applications by Dec 31st.
6. Other Business			
a) SSC Charter Amendments		<ul style="list-style-type: none"> To be added to a meeting agenda in the new year 	<ul style="list-style-type: none"> Sue to add to the agenda
7. Next Meeting	Thursday January 15th, 2015 @ 6:45 pm (Cancelled)		
8. Motion to Adjourn	Meeting adjourned at 8:09 pm		Motion to Adjourn: Moved: Deb 2 nd : Roger

Outstanding Action Items



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Meeting Date	Action Item	Responsibility
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
Oct 16th	<ul style="list-style-type: none"> Determine dates for newsletters and then deadlines for content to post on website/FB group 706 pictures and stories can be sent to Mr. Wilson`s (Kanata Legion newsletter) attention. Amendments to the 706 SSC Charter – to be reviewed in the new year 	John M John M Roger S
Nov 20 th	<ul style="list-style-type: none"> Contact Lt. Brooks re: Newsletter App for the website Send Mr. Wilson from the Kanata Legion WO2 Predmyrsky's essay from last year for inclusion in the Legion Newsletters ACC9/Budget Review – include forecasting revenues and expenses till the end of the training year and brainstorm ideas for spending funds At budget review, increase PR budget line to account for Sqn stickers and pins/patches if purchase approved Quote from Pro2col for Sqn pins and 2nd quote for Sqn Crest (patch) 	John M John M Sue to add to agenda Committee Deb and Sue