



# 706 Snowy Owl Squadron Royal Canadian Air Cadets

## Squadron Sponsoring Committee – Minutes

**Date:** September 25th, 2014

**Members Present:** Linda Savasta, Sue Grant, Lynn Mason, Galyna Renbaum, Peter Selwyn, Pat Doyle

**Regrets:** Pete Caron, Roger Saberton, Deb McGeachy, John Montgomery

**Air Cadet League (ACL) Squadron Advisor:** Rick Brooks

**Squadron Staff:** Lt Lambert

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</li> <li>Introduction of Rick Brooks (ACL Advisor) to the Committee members present.</li> <li>Discussion regarding meeting quorum. Rick advised that quorum met for purpose of meeting as per National Air Cadet League rules (3 members of the executive present).</li> <li>Addition to the agenda: 2014/2015 meeting schedule</li> </ul>	Motion to approve the Agenda as amended: Moved: Lynn 2 <sup>nd</sup> : Peter
2. Review and acceptance of previous meeting minutes – August 12	Sue	<ul style="list-style-type: none"> <li>All action items from previous minutes had been completed with the exception of determining a senior cadet to create a play list for the pasta dinner. Suggestion of FSgt Mason.</li> <li>Reminder to all committee members to solicit donations for the raffle table for the pasta dinner. Will be asking all parents to help with this as well.</li> </ul>	Lynn will ask FSgt Mason to create a play list. Motion to accept the Minutes: Moved: Lynn 2 <sup>nd</sup> : Galyna
3. 2014-2015 Sqn budget	Linda/Lynn/ Lt Lambert	<ul style="list-style-type: none"> <li>2014-2015 ACC9 Budget Tracker presented</li> <li>Budget reviewed – total expenditures for the year \$53,374 and total revenues (including DND funding)\$54,724</li> <li>Discussion regarding how to show in the ACC9 the funds in the bank and ability to use those funds, but still show a balanced ACC9.</li> <li>R. Brooks advised that ACC9 can show in the ‘red’ one time for a special project</li> </ul>	<ul style="list-style-type: none"> <li>Motion to approve the 706 Sqn budget for the 2014/2015 training year:</li> </ul> Moved: Peter 2 <sup>nd</sup> : Galyna Carried
<b>4. Business Arising From The Minutes</b>			
a) Walk – a- thon	Sue	<ul style="list-style-type: none"> <li>Review of final needs for Walk-a-thon on Oct 5th</li> </ul>	<ul style="list-style-type: none"> <li>Pat to block traffic at Carling/Riffle Rd crossing</li> <li>Sue will ask John to assist with blocking traffic</li> </ul>



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			<ul style="list-style-type: none"> <li>Sue and Galyna to determine final #s for food on Oct 2</li> <li>Will use the free-standing BBQ at Andrew Hayden to keep food warm.</li> </ul>
<b>5. Other Business</b>			
a) 2014/2015 SSC Meeting Schedule	Sue	<ul style="list-style-type: none"> <li>The following dates were determined for the regular monthly meeting of the SSC (Thursday nights):            Oct 16th            Nov 13th            Dec 11th            Jan 15th            Feb 12th            March 5th            April 9th            May 7th            June 4th</li> </ul>	
<b>6. Next Meeting</b>		Thursday Oct 16th 6:45 pm Location: TBD	
<b>8. Motion to Adjourn</b>			Motion to Adjourn: 1 <sup>st</sup> : Lynn 2 <sup>nd</sup> : Peter



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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	For 20145/2015 budget preparation <ul style="list-style-type: none"> <li>Determine what the Sqn needs in terms of optional items, determine what DND reimburses and therefore an amount SSC needs to have.</li> <li>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).</li> </ul>	All
July 20 <sup>th</sup>	<ul style="list-style-type: none"> <li>Duke of Edinburgh Program – Confirm parent volunteer (Lt Lambert to approach Parent). Lynn is interested as well to coordinate</li> </ul>	Lt Lambert
July 20th	Spaghetti Dinner <ul style="list-style-type: none"> <li>Committee will cover the cost of the dessert for Spaghetti Dinner (i.e. large cakes)</li> <li>All committee members to get something to contribute to the silent auction</li> <li>Co-ordinate the spaghetti dinner/meal piece</li> <li>Contact Dawn P re: coordinating donations</li> <li>Ticket sales</li> <li>Meet in September to discuss next steps and coordination</li> </ul> Tagging <ul style="list-style-type: none"> <li>Contact Canadian Tire - Kanata</li> </ul>	SSC SSC Galyna Sue Sue Galyna, Dawn and Sue  Peter