



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: 11 July, 2016

Members Present: Linda, Cheryl, Galyna, Sue, Roger, Kathy, Pat

Regrets: Rob

Air Cadet League (ACL) Squadron Advisor: Ralph Schildknecht

Squadron Staff: Maj Platt, Lt Bejenaru

Guests: None

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 7:04 pm • Additions to the Agenda: <ul style="list-style-type: none"> ○ Registration nights ○ Tag days ○ Spaghetti Dinner ○ Hadfield Summit 	<p>Motion to approve the agenda as amended: Moved: Roger 2nd: Kathy Carried</p>
2. Introduction Ralph	Ralph	<ul style="list-style-type: none"> • New ACL Squadron Advisor for 706 • Welcome to the team Ralph! We are all looking forward to working with you. 	
3. Review and acceptance of previous meeting minutes	Cheryl	<ul style="list-style-type: none"> • No errors or omissions 	<p>Motion to approve the Minutes: Moved: Sue 2nd: Galyna Carried</p>
4. Financial Update	Roger	<ul style="list-style-type: none"> • Attached • \$794 surplus from last year's budget. Some planned expenses not done (ie. trailer repairs) • Two DND claims remain outstanding 	
5. COs Update	Maj Platt	<ul style="list-style-type: none"> • Succession plan will see Lt Bejenaru take over as CO of 706 in Sep or Dec 16 depending on personal circumstances for Maj Platt • As the transition occurs, Lt Bejenaru will take on more of the operational responsibilities and Maj Platt will mentor • Lt. Bejenaru has been involved with 706 initially as a civilian instructor and became an officer with 706 6 ½ years ago • Sqn Update Report: 	



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		<ul style="list-style-type: none"> ○ 95 cadets on strength; 90 attended ACR ○ Summer training departures going well ○ WO1 Phillipson is CTC WO1 at Canadore ○ Language issue in Val Cartier continues to be an ongoing concern in the region ○ Greenwood bound cadets had to pay for baggage. Will sort out for return flight ○ Several departures still to come. Staff busy seeing cadets off • Activities to consider/continue next year: <ul style="list-style-type: none"> ○ Remembrance Day activities (including guest speakers during training night) ○ Bush Weekend Petawawa ○ Vintage Wings relationship ○ Regional Drill Competition • Year end trip – CO asked if we were open to doing a year end trip again next year. SSC members indicated support but cost may need to be offset by participants. • SSC Chair suggested that team building activities for each level be considered in the training planning process (staff availability may be challenging as most weekends are already busy supporting other 706 activities) • Training plan will be prepared in early August • RCSU located in St Jean now but the plan is to decentralize creating regions in Montreal, St Jean, and Quebec. There will be zones in each region with a full time military rep in each zone. <ul style="list-style-type: none"> ○ Sqn’s military support will be located in Hull Armouries ○ May be able to champion regional events such as Excalibur 	
5. Business Arising			
a) End of year BBQ	Linda	<ul style="list-style-type: none"> • Well attended, no issues, lots of volunteer help • BBQ – Connaught has an industrial BBQ. Will need to liaise early to ensure BBQ is checked out for safety/use early • Volunteers – should be mindful that parents aren’t missing the 	



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		opportunity to participate in the final COs parade	
b) Lottery	Sue	<ul style="list-style-type: none"> • Prizes: <ul style="list-style-type: none"> ○ First Prize - Travel Voucher – Centrum travel \$1200 + \$300 = \$1500 ○ Second Prize - One night at Brookstreet Hotel ○ Third prize – Running Room Fitbit • Will print 130 books anticipating that we sell at least 100 books • Hand out at registration. Sell until 24 Nov and draw on 15 Dec • Pat will do ticket design • Communication: <ul style="list-style-type: none"> ○ Post to website & send email 1 Aug to tell parents to bring \$100 to registration ○ Repurpose previous raffle letter of instruction that accompanies tickets ○ Provide a poster to use for selling tickets ○ Need to be clear in the communications that this is a Fundraising Lottery and the tickets must be purchased up front and the money is not refundable if they do not sell tickets ○ Expenses: \$1200 travel voucher, \$100 second prize, \$200 fitbit, \$230 printing, \$60 licensing = ~ \$2000 	<p>Action: <i>Sue</i> – will liaise with Brookstreet to determine the cash value of the prize including taxes. Sue will also purchase a \$100 gift certificate for Perspectives restaurant to add to the prize. <i>Cheryl</i> – Will ask Running Room about FITBIT donation. <i>Linda</i> – Will pick up travel voucher for first prize Ask all sponsors to provide the logo they would like printed on the tickets.</p> <p>MOTION: Sue: to approve expenditures for the raffle from the general operating account that will be reimbursed on completion of raffle: \$2000: 2nd: Roger CARRIED</p>
c) Army Run	Cheryl	<ul style="list-style-type: none"> • Registration will be submitted this week. Cheryl will coordinate with Roger to deposit the fees collected by participants and provide a cheque in the full amount required for the bulk registration. • Cheering station – we have been offered a cheering station and have a choice of location <ul style="list-style-type: none"> ○ Colonel By and Main ○ Poster night Friday 16 Sep ○ Snowbirds ○ Paddles ○ Yellow Wings 	<p>ACTION: Linda will accept the offer from the Army Run to run a cheering station and request that we be assigned our usual location at Colonel By and Main. Linda lead for the Cheering Station. Request for staff to schedule a poster making night in advance of the Army Run.</p>



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6. New Business			
a) Recruitment Signs	Linda	<ul style="list-style-type: none"> • \$359 for a 1 month rental from Cheetah sign • Purchase: 3x5 ft laminate plywood Signorama \$359 – 15% discount • Suggestion that staff collect information about how new recruits hear about the Sqn so we know where to focus recruitment efforts 	<p>ACTION: Stay with Cheetah sign this year but revisit Signorama option next year.</p> <p>Staff to collect information regarding how new recruits hear about the Sqn.</p>
b) Carp Fair	Linda	<ul style="list-style-type: none"> • 23-25 Sep 16 • Discussion about participation next year. Linda would like the Sqn to participate but will investigate the option of only participating on Saturday 	<ul style="list-style-type: none"> • ACTION: Maj Platt will look into getting the laser rifles • Linda will speak to GM about different ticket plan for us and if we can do just Saturday
c) Registration Nights	Sue	<ul style="list-style-type: none"> • Suggestion that the staff and Sponsoring Committee work together on planning the returning cadet and new cadet registration nights • OCDT Lambert is in charge of returning cadet registration 8 Sep • OPI TBD for new cadet night 	<p>ACTION: Sue and Cheryl to talk to Myriam about registration planning. Report at Aug meeting</p>
d) Hadfield Leadership Summit	Cheryl	<ul style="list-style-type: none"> • Youth Leadership development opportunity and airshow at Vintage Wings of Canada • Maj Lyle Brennan provided exceptional support that was recognized by staff and volunteers at the Airshow venue • A suggestion was made that next year we consider coordinating with other squadrons/corps to provide East, west and central bus transport to the event • Cheryl will liaise with Vintage Wings to suggest there be an early save the date email sent to cadet squadrons and the region • Investigate the option of asking for Cadet help for set up and take down (volunteer hours) 	
e) Tag Days	Linda	<ul style="list-style-type: none"> • We have been asked to open Kanata North to 872 Sqn for tagging and 872 would open Stittsville to 706 • Many businesses are no longer allowing tagging – Kanata North area is already supporting 5 tag days with Army, Sea and Air Cadets 	<p>ACTION: Linda will tell 872 that we will decline their proposal re: sharing of areas for tagging.</p>



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		<ul style="list-style-type: none"> This brings in a fourth Cadet organization in the area Given the saturation of cadets in the area, the SSC would like to decline the request from 872 to open tagging areas. 	
f) Spaghetti Dinner		<ul style="list-style-type: none"> We will likely be able to reserve the Connaught Mess Potluck was suggested but not a favourable option Cost will likely be more this year Senior Cadets would like to do a dance – planning should consider a dance as a separate activity 	ACTION: Linda will investigate how many people the mess can hold and serve for dinner and will inquire about menu options.
7. Next Meeting	Aug 9 th Cheryl's 121 Wilbert Cox Dr Carp @ 7:00 PM		
8. Motion to Adjourn	9:25 pm		Motion to Adjourn. Moved: Sue 2 nd : Kathy Carried

Outstanding Action Items

Meeting Date	Action Item	Responsibility
Jul 18 th	<ul style="list-style-type: none"> Charter amendment – Member Absentee Section 	Roger