



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: 20 October 2016

Members Present: Linda, Cheryl, Kathy, Rob, Roger, Galyna

Regrets: Sue

Air Cadet League (ACL) Squadron Advisor: Ralph Schildknecht

Squadron Staff: 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 7:20 pm Additions to the Agenda: Squadron Merchandise update 	<p>Motion to approve the agenda as amended: Moved: Rob 2nd: Galyna Carried</p>
2. 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: Roger 2nd: Galyna Carried</p>
3. Treasurer's Report	Roger	<ul style="list-style-type: none"> CIBC Main Account \$ 44,862 Trust Account # 2 \$ 6,470 Treasurer Report attached 	
4. COs Update	Lt Bejenaru	<ul style="list-style-type: none"> Staff – Capt Clermont has accepted a position with DCadets and will begin her new position in a couple of weeks. Lt Tung will become the new Training Officer Bush Weekend <ul style="list-style-type: none"> 2 busses were planned; needed 3 (scheduled last minute) Increased cost/head due to larger than planned numbers 100 cadets Thank you Pat for assisting with meals 10 cadets had dietary/allergy issues that needed to be addressed 	



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		<ul style="list-style-type: none"> • Central Region Move – there is no plan to move Ottawa Valley squadrons to Central Region • Civilian Dress – Air cadets do not have a field dress, so appropriate civilian attire is worn on activities such as Rifle Rd clean up and walk-a-thon. Our squadron dress policy has been reviewed and is appropriate. <ul style="list-style-type: none"> ○ Poppy events – winter dress uniform or dark pants, white shirt, dark tie in lieu of uniform • Facebook – will move to a facebook page vs group to facilitate better information flow. Will continue to direct queries to the Squadron website as the source of information. The new Facebook page will be ready by 17 Nov. • Chief Change of Command – WO1 Phillipson’s last parade will be next week. WO1 boards will be held in February to determine replacement Sqn Chief. Until then, the duties will rotate amongst all WO2s. • Laptops – Lt Bejenaru would like to purchase locks for the laptops to control location. • 	<p>Action: Lt Bejenaru will get quotes for laptop locks.</p>
5. Business Arising			
a) Fundraising Raffle	Sue/Linda	<ul style="list-style-type: none"> • Update – Still several books of tickets remaining to be sold. Several families have not picked up a book to sell. • Linda would like a list of families and email addresses of those who have not picked up tickets and will send an email reminder this week 	<p>Actions: Linda will email parents who have not picked up raffle tickets.</p>
b) Merchandise (Nov/Dec)	Cheryl	<ul style="list-style-type: none"> • Open store 3 – 18 Nov • Pick up by 5 Dec to distribute on 8 Dec • Sizing kit 17 Nov 	
c) Tag Days	Linda	<ul style="list-style-type: none"> • Need an organizer next by next month. • Must determine locations and talk to stores in person. 	
d) Poppy distribution	Linda	<ul style="list-style-type: none"> • We are supporting 4 legions; 1 day/legion (Constance Bay, Richmond, Stittsville, Kanata) 	



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		<ul style="list-style-type: none"> • Sign up for distribution will begin tonight 	
e) Pasta Dinner	Linda	<ul style="list-style-type: none"> • \$20 ticket price; includes, dinner, dessert, 1 soft drink, door prizes 	Action: <ul style="list-style-type: none"> • Linda will send out email asking parents for door prize donations • Cheryl will coordinate trivia game
f) Remembrance Day	Sue	<ul style="list-style-type: none"> ○ We will send representatives to the national parade ○ 11 Nov – Kanata asked if we could send cadets, but unfortunately there are no staff members available. 	
g) Food bank/toiletries drive	Linda	<ul style="list-style-type: none"> • Lt Bejaru will ask Senior Cadets what organization they would like to support for this year’s drive. • Drive will happen 15 Dec • Rob has offered to coordinate the drive this year 	
		<ul style="list-style-type: none"> • 	
6. New Business			
a) Volunteer Screening	Sue	<ul style="list-style-type: none"> • Sue has several volunteer applications that require interviews • Linda will send an email seeking assistance with conducting the interviews and coordinate timings. 	
7. Next Meeting	15 December, 2016 TBC		
8. Motion to Adjourn	Motion to adjourn at 8:40 pm		Motion to Adjourn. Moved: Linda 2 nd : Pat Carried

Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
TBD	<ul style="list-style-type: none"> • Hadfield Leadership Summit 2017 • Vintage Wings liaison 	Cheryl