



706 Snowy Owl Squadron Royal Canadian Air Cadets

Squadron Sponsoring Committee – Minutes

Date: 25 May 2017

Members Present: Cheryl, Sue, Rob, Pat, Kathy

Regrets: Roger, Linda, Galyna,

Air Cadet League (ACL) Squadron Advisor: Ralph Schildknecht

Squadron Staff: Capt Bejenaru

Guests: Rachel Mainville-Dale, Nathalie Roy

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Sue	<ul style="list-style-type: none"> Meeting called to order at 7:02 pm Additions to the agenda <ul style="list-style-type: none"> Merchandise 	<p>Motion to approve the agenda as amended: Moved: Rob 2nd: Pat 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: Sue 2nd: Rob Carried</p>
3. Treasurer’s Report	Sue	As of end March 2017 <ul style="list-style-type: none"> CIBC Main Account \$ 53,902 Trust Account # 2 \$ 636 will be used to buy tablets and accessories Treasurer Report attached 	
4. Squadron Update	Capt Bejenaru	<ul style="list-style-type: none"> Parking – changes to the rules. We can no longer park along the area in front of the office trailers. All visitors must now park along Lewis Gun or in good weather, in the area in front of 5 Brouillette. A notice will go out in the weekly announcements. Summer camps – 706 Sqn received 29 first year camp positions this year, 9 intermediate camp positions (2-3 week camps), and 1 position on each 6-week course, including band camp. Everyone that did not get a camp was put on stand by for their first camp 	



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		<p>choice, and 3 have now been offered a camp.</p> <ul style="list-style-type: none"> • FTX 2 – great success. Thank you from cadets and staff to those SSC members who came to help. The weather held off for most of the weekend. 16 different workshops were held. SSC support allowed staff to help with the workshops. 2 promotions were given in the field. Congratulations to WO2 Phillips and Grewall promoted to WO2. • Year-end trip – ready to go this weekend. Friday night some cadets will sleep at Connaught after making posters for ACR display, then leave on the buses the following morning. Every cadet will get a flight for about 18 minutes at 427 Sqn in Petawawa. • Facilities next year – CO is meeting the two other Connaught CO's on Tuesday to de-conflict facilities for next year's optional activities. As part of his request, the CO will ask if it might be possible to move ground school to Connaught versus All Saints next year as well as try and secure a space for drill competition. This would save on rental fees. • We are out of toner cartridges due to un-forecast printing requirements for camps. 	<p>Motion: To approve an additional \$300 to purchase printer toner. Moved by: Cheryl 2nd: Kathy CARRIED</p>
5. Business Arising			
a) Walk-a-thon - Debrief	Sue	<ul style="list-style-type: none"> • 73 cadets participated • Considered a mandatory activity and should consider ways to increase the engagement of cadets in mandatory activities • \$5360 collected • Route was good, but had to reroute around some flooding • Police cruisers were at Carling and Rifle Rd to assist in road crossing • 6 volunteers helped with cooking hotdogs • Gift cards were appreciated by cadets • Although 73 cadets participated, only 54 cadets fundraised • In order to increase participation, SSC should consider 	



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		<p>spreading out the time between fundraising activities.</p> <ul style="list-style-type: none"> • 51 squadron would like to recommence with a regional walk-a-thon in October next year. Funds raised would stay with the individual squadrons but all squadrons would walk together as in years past. Consider handing out collection forms before Thanksgiving to capture donations from families 	
b) Tagging Weekend - Debrief	Sue	<ul style="list-style-type: none"> • We did not have enough screened parents to have all sites supervised so we had to cancel some sites • For locations with multiple stores in the same area, cadets should be instructed to all meet at one store for the initial briefing • Money sorting and counting – small number of people (2-3) should be available all day for counting/sorting money, but a larger group (5-6) at the end for a shorter time (about an hour) to wrap coin. • The event organizer should not be supervising, but trouble shooting • It is highly recommended that there be two organizers to organize locations, sign-ups, and parent volunteers. It is too much work for one person. Thanks Sue for making this one such a huge success all on your own! 	
c) ACR Planning	Sue	<ul style="list-style-type: none"> • Reception Coordination (Cheryl, Rachel, Sue, Natalie) • Planning for 500 based on last year's attendance • Cake, coffee, water, pop being provided • There are 2 sign ups asking for help from parents (the day before and the day of) • There is also a Sign up (RSVP) for families in order to get approximate numbers of attendees • So far 24 families have signed up with 98 guests in total • Karen McCrimmon will attend this year • Mrs Dunn will do the photography this year 	



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d) Army Run	Cheryl	<ul style="list-style-type: none"> • Cost for cadets is \$20.00 to participate in either the 5k or the 10k. SSC will pay half. • Taxes and administration fees are included in the \$20.00 • Staff - limited to 2 only. • Promo Codes are as follows: <ul style="list-style-type: none"> ○ Cadets – Promo Code 706AIRCADETSQN. (maximum of 50 spots) ○ Family & Friends Promo Code CADETSFAMILYANDFRIENDS. There is no limit on spots available and it applies to ALL THE EVENTS. ○ Based on the number of codes (706AIRCADETSQN) used by 31 August, they will send an invoice to Cheryl, for which payment must be received before race weekend to validate all those registered. 	
e) Final CO's Parade	Sue	<ul style="list-style-type: none"> • There will be popcorn and freezies provided following the final CO parade on 8 June 	
F) Merchandise	Cheryl	<ul style="list-style-type: none"> • Sizing Kit - Recommend we do not do sizing kit nights again. It is not worth the effort to transport and display the many samples as very few took advantage of the availability and the cost of maintaining items on inventory for Pro2col is significant. • Orders will be picked up and distributed by June 1st. 	
6. New Business			
a) Renewal of Sign Up Genius	Sue	<ul style="list-style-type: none"> • Our current subscription is June 2016 – June 2017 • Renewal was overlooked in this year's budget • There is currently a renewal special at \$99 for the year 	<p>Motion: To renew Sign Up Genius for a year using DND funds to a maximum of \$115</p> <p>Moved By: Sue</p> <p>2nd: Pat</p> <p>CARRIED</p>
7. Next Meeting	15 June, 2017 1 Lewis Gun (TBC)		
8. Motion to Adjourn	Motion to adjourn at 7:50 pm		Motion to Adjourn.



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		<p>Moved: Cheryl 2nd: Kathy Carried</p>
<p>9. Election</p>	<ul style="list-style-type: none"> • Current SSC Dissolved • Financial statement was reviewed in detail last meeting. No comments or concerns noted. • Positions to be filled <ul style="list-style-type: none"> ○ Chair ○ First vice ○ Second vice ○ Treasurer ○ Secretary ○ 6 Director positions • Nominees for SSC positions: <ul style="list-style-type: none"> ○ Rachel Mainville-Dale <ul style="list-style-type: none"> ▪ Nominated by Sue ▪ Accepted by Rachel ○ Sue Grant <ul style="list-style-type: none"> ▪ Nominated by Kathy ▪ Accepted by Sue ○ Kathy Scheepers <ul style="list-style-type: none"> ▪ Nominated by Sue ▪ Accepted by Kathy ○ Natalie Roy <ul style="list-style-type: none"> ▪ Nominated by Rachel ▪ Accepted by Nathalie ○ Greg Tzemankis <ul style="list-style-type: none"> ▪ Nominated by Sue ▪ Accepted by Greg by proxy • Nominations closed • Nominations for Chairperson <ul style="list-style-type: none"> ○ Sue Grant 	<p>Moved by: Rachel 2nd by: Kathy CARRIED BY ACCLIMATION</p>



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	<ul style="list-style-type: none"> • Nominations for treasurer <ul style="list-style-type: none"> ○ Greg Tzemanakis - Accepted by proxy • Nominations for secretary <ul style="list-style-type: none"> ○ Rachel Mainville-Dale • Directors at large <ul style="list-style-type: none"> ○ Nathalie Roy ○ Kathy Scheepers 	<p>Moved by: Kathy 2nd by: Rachel CARRIED BY ACCLIMATION</p> <p>Moved by: Sue 2nd by: Cheryl CARRIED BY ACCLIMATION</p> <p>Moved by: Sue 2nd by: Rachel CARRIED BY ACCLIMATION</p>
	<ul style="list-style-type: none"> • Adjourn election meeting at 8:04 PM 	<p>Motion: To adjourn elections at 8:04 PM Moved by: Sue 2nd by: Cheryl CARRIED</p>

Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
	<ul style="list-style-type: none"> • 	

Original Signed by

Susan Grant
Co-Chairperson

SSC 706 Squadron Air Cadets



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Original Signed by

Rob Tompkins
Co-Chairperson
SSC 706 Squadron Air Cadets