



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

Date: 21 March 2019

Members Present: Susan Grant (Chair), Rachel Mainville-Dale (1st Vice-Chair), Laura-Lee Balkwill (2nd Vice-Chair), , Patrice Carrière (Secretary), Fred Schultz, Sarmistha Roy, Suman Roy (Directors)

Regrets: Greg Tzemenakis (Treasurer), Martin Bélanger, Sawan Goyal (Directors) (21st), Martin Bélanger, Suman Roy (Directors) (28th)

Observers: Christopher Elliott-Davis, Dorothy Aleknevicus

Air Cadet League (ACL) Squadron Advisor: N/A

Squadron Staff: Capt Alex Bejenaru, Commanding Officer

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Sue	<ul style="list-style-type: none"> Called to order at 7:00 p.m. 	<p>Motion to approve the agenda as amended. Moved: Rachel 2nd: Suman Carried</p>
2. Approval of Minutes - 17 Jan 2019. Review of Action Items – Previous Meetings	Patrice	<ul style="list-style-type: none"> The minutes were presented. There were no amendments. 	<p>Motion to approve the Minutes as presented. Moved: Laura-Lee 2nd: Suman Carried</p>
3. Chairs Update	Sue	<ul style="list-style-type: none"> Discussion of ACL bursaries: National bursary applications are due on April 1st 2019. One of the requirements is for a letter of support from both the CO and SSC. So far, there is one submission for a provincial bursary. If there are multiple applications, the bursary committee will be composed of Sawan, Capt Tung and Mr. Boughton A \$500 donation was received by an anonymous parent, with the request that it be used for the SSC cadet study bursary. A \$250 donation was received by Maj Justin Schmidt-Clever to be used towards cadets that are interested in getting their remotely piloted drone licence. Mess diner: the Hellenic Meeting and Reception Centre booked for Friday 10 May 2019. ACR: The Carp Arena was secured by Fred for the ACR. June 1st for the practice and June 2nd for the ACR. The process was a bit different compared to previous years. We asked for one of 5 arenas. The city allocated us the Carp arena. There was a question as to there are enough chairs available at the arena. Fred will investigate. 	<p>Action: Fred to confirm with the City /Carp Arena the # of chairs on site</p> <p>Action: Pat/Laura-Lee to take part in the Skype call with the ACL</p>



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<ul style="list-style-type: none"> ● Glider tow-planes. The Provincial ACL will be looking at a long term replacement plan of their fleet of tow-planes. The SSC is invited to participate in a Skype meeting on April 13th to discuss their decision. Patrice and Laura-Lee will take part in the Skype call. ● Direction on Fundraising. There was also a communique from the Bgen Cochrane, the Commander of Cadets and Junior Rangers about fundraising. It was made clear that the lack of financial capacity is not to be a barrier to cadets joining the program. A discussion ensued on the exact meaning of the letter. Patrice will follow-up. 	
4. CO's update	Capt Bejenaru	<ul style="list-style-type: none"> ● The CO started his report at 8:30 p.m. ● The Guest-of-Honour for the Mess Diner was announced. ● The Guest-of-Honour/Reviewing Officer for the ACR is being finalized. ● BGen Cochrane, Comd Cadets and Junior Rangers will visit at the end of April. ● CI Nathalie Roy was enrolled as a CIC officer last week. She is now OCdt N. Roy ● CI Augé will likely be enrolled within the next month. ● Lots of activities are going on. Marksmanship, Excalibur Games, etc. ● The Marksmanship team did really well at the recent competition. The CO thanked Lt Czuczor and Ms. Aleknevicus for their support. ● Excalibur games are the weekend of 6-7 April. OCdt Vaillancourt will be the regional PA rep for the event. ● Succession plan: the CO reminded the committee that his term is up at the end of the year. A candidate has been identified to replace him. More details will follow; formal approval at the RCSU(E) level is pending. ● Year end trip: bus quotes were received. No increase forecast in the budget. 	Nil
5. Treasurer's Report	Sue for Greg	<ul style="list-style-type: none"> ● The budget was reviewed by the Chair, CO, Treasurer and Secretary during the War Museum visit. Adjustments were made and those will be discussed next Thursday. ● The CO is ensuring that all claims to DND are submitted by 31 March 	Nil



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<p>2019. We are still expecting a series of reimbursements, including the Fall FTX, Seniors weekend and the February flying weekend. We estimate about \$10,000 is still due from DND.</p>	
6. Pasta Dinner update	Rachel	<ul style="list-style-type: none"> ● The Chair wanted to discuss the lessons learned from the Pasta Dinner. Rachel stated that the committee worked really well and that the plan came together easily. There was lots of help. ● For sponsorship we started too late, which prevented us from reaching the \$2,000 target. Rather, we only reached about \$1,100.. ● The dinner was fun and so were the games. The set-up went really well as did the clean-up. ● There was a profit from the dinner. The silent auction did not go as well as in the past. There was concern expressed that the bid sheets were turned over earlier than expected. ● Dorothy mentioned that the food was really good and Sarmi mentioned that the Gluten free worked really well and people were very happy with it. ● There was discussion of bringing back the picture board to the ACR. The image would be updated to reflect the ACR theme. ● Fred mentioned that a “lessons learned” repository would very useful in ensuring that we do not have to reinvent the wheel every year. ● Sue mentioned that she really enjoyed the theme and how it tied the event together 	Nil
7. Tagging Weekend	Sue	<ul style="list-style-type: none"> ● An update of tagging locations was sent out earlier this week. There was a bit of a conflict with some of the other cadets corps/squadrons in the area. That being said there are 85 shifts that must be filled, so at this point, we will not seek out any other location. ● Cadet shifts are now 3 or 3.5 hours. ● Fred is ready to send out the sign-ups and they will likely go live on Sunday. ● Sue would like to have a briefing for the parents on Thursday April 4th. ● Bin preparation will take place on Thursday 28 March 2019. 	Nil



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<ul style="list-style-type: none"> The Chair is proposing that that as the fund-raising incentive for the cadets be taken to the glow-in-the-dark mini-putt. 	
8. Looking Ahead - Support	Sue	<ul style="list-style-type: none"> Rifle Road Clean Up – Adoption Coordination. We need to confirm with the City of Ottawa the date that we will do the clean-up. The scheduled date is 28 April 2019. Laura-Lee volunteered to take on the task. Martin was nominated to assist. (Secretarial Note: Rifle Road clean-up is delayed to 4 May 2019 due to a scheduling conflict with the Spring FTX) Sqn Merchandise Order – The store will open open on April 25th, closing May 10th with order to be picked up May 28th. The distributor has new items available. Laura-Lee will send the link to SSC members for consideration. A survey will also be distributed to the FSgts for them to share with cadets. There was also a discussion on whether we should proceed with the purchase of Buffs. Laura-Lee received permission to proceed with the order. 2019/20 SSC Election Date – the next election needs to take place before June 30th. The Committee agreed to hold the election meeting on May 23rd. ACR Support – Sue confirmed that the facility is booked (Carp Rink). The SSC is responsible for coordinating the set-up, reception and clean-up of the event. Dorothy mentioned that she and Pete are still planning on building foldable podium and flag stands. Rachel will take the lead for the reception and Fred will help. Laura-Lee will make the program. Final COs Parade – after event. Sue would like us to consider whether will have a social event after the CO’s final parade. This will be determined later. 	Action: Laura-Lee to proceed with purchase of “buffs”
9. Budget mid-year review	Greg	<ul style="list-style-type: none"> Expenses to date: \$38,530, Revenue to date: \$41,712, between \$9,000 and \$11,000 remain to be reimbursed from DND. Before the budget update, we were tracking below expenses targets and above revenue targets. Some budget expenses had to be reallocated based upon changes to some of the Sqn team expenditures 	Motion to approve the updated budget as presented. Moved: Greg 2nd: Laura-Lee Carried



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<ul style="list-style-type: none"> An adjustment was made for Ottawa 67's game as there is a possible expense that would need to be reimbursed and a possible DND reimbursement. 	
10. Next Meeting	The next meeting will be at 6:45 p.m. on Thursday, 18 April 2019 at Alpha Troop shelter, 89 Shirley Boulevard, Connaught Ranges.		
11. Motion to Adjourn	The meeting adjourned for the evening at 8:51 pm on the 21st and reconvened at 7:00 pm on the 28th. Items 8 & 9 above were dealt with on the 28th		Motion to Adjourn. Moved: Rachel 2nd: Fred Carried

Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
n/a		

Original Signed by

Original Signed By

 Susan Grant
 Chairperson - SSC 706 Squadron Air Cadets

 Patrice Carrière
 Secretary - SSC 706 Squadron Air Cadets