



## 706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

**11:30amDate:** January 16, 2020

**Members Present:** Greg Tzemenakis (Chair), Rachel Mainville-Dale (1st Vice-Chair), Laura-Lee Balkwill (2nd Vice-Chair), Sarmistha Roy (Treasurer), Wendy Boland (Secretary), Fred Schultz, Christopher Elliott-Davis, Patrice Carrière, Martin Bélanger, (Directors)

**Conference Call:**

**Regrets:** Sawan Goyal, (Directors)

**Observers:** Steve Desjardins, Julia Desjardins

**Air Cadet League (ACL) Squadron Advisor:** Damian Lopez

**Squadron Staff:** Maj Scott Southern (Commanding Officer)

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of minutes	Greg	<ul style="list-style-type: none"> <li>Meeting called to order at 6:54 p.m.</li> </ul>	<p><b>Motion</b> to call to order.  <b>Moved:</b> Laura-lee <b>2nd:</b> Chris  <b>Carried</b></p>
2. Approval of Minutes from last meeting.	Wendy		<p><b>Motion</b> to approve minutes from December 2019. <b>Moved:</b> Martin  <b>2nd:</b> Chris <b>Carried</b></p>
3. Chair Update	Greg	<ul style="list-style-type: none"> <li>Canal skating: Martin volunteered to reach out to Beavertails to get 70 additional tickets for snacks.</li> <li>Incentive Event: talked about getting pizza for the cadets. Discussed an extra prize of a drone or “big item” for the winner of a draw. There is uncertainty as to whether we should award Cadets with monetary prizes for fundraising. This will be a topic for further discussion.</li> <li>Effective speaking: The initial date for our squadron competition to be completed was February 15 with the regional competition to be completed by February 28. New dates appear to have been set by the League for the Regional competition to be completed by the end of March.</li> <li>Aviation and Space Career Exploration Fair: Feb 11 – 13, 2020 at the Canada Space and Aviation Museum. There is a special open house for Cadets: Feb 11, 6:00 – 8:00 pm. It is free of cost on all dates.</li> <li>We have to table the adjusted budget at our next meeting on February 20th. There will be changes to the budget secondary to not</li> </ul>	<p><b>Action:</b> To be discussed further: how to award cadets for fundraising accomplishments.</p>



## 706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<p>using the 60<sup>th</sup> celebration as a fundraiser. DND funding for cadets has increased this year. Passing an updated budget will be the main item on our agenda for our next meeting.</p> <ul style="list-style-type: none"> <li>• Flying scholarship exams are being done this Saturday January 18. Let's encourage our cadets who are writing the exam and continue to encourage them through the interview process.</li> </ul>	
4. Treasurer's Report	Sarmistha	<ul style="list-style-type: none"> <li>• The balance of our bank account is around \$46 000.</li> <li>• The bank account was reconciled.</li> <li>• 706 has received 2 more anonymous donations totalling about \$800. We have a few expenses coming up but we are in good financial shape</li> </ul>	Passing an updated budget has been postponed until February 20th, 2020.
5: CO's Update	Maj Southern	<ul style="list-style-type: none"> <li>• Summer Camps: There have been changes to the general training (GT) course and music camps this year. GT camp will be reduced from 2 weeks to 1 week. DND is also trialing a day camp option, we are not sure where these day camps will be offered. The changes are an attempt to try to make things more flexible as a whole, it is becoming difficult to find people to staff camps.</li> <li>• Upcoming activities have been posted on the 706 website. Some of the dates are tentative as the activities are weather dependent and/or have not been fully organised yet.</li> <li>• Field training uniforms (FTU's) have been delivered, as soon as a cadet has his/her FTU it will be the standard uniform except for CO parade and in certain instances where they are out in public and will need to dress in their blue/formal uniforms.</li> <li>• 706 has acquired a few instruments from Central Band. WO Driscoll was able to obtain these for our squadron. They are 706's to keep forever. Officer Driscoll needs help, for any parent with music experience. 706 continues to look at pooling resources and combining 2 squadron bands.</li> <li>• There has been no news on being able to get Air 1 heated.</li> <li>• A question was asked if 706 would have a semi-annual parade this year vs a CO parade. The CO would rather have a CO parade and present any awards or promotions at this time. We could also have a</li> </ul>	



## 706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<p>camp briefing for parents on the same night.</p> <ul style="list-style-type: none"> <li>The next CO parade is February 6. Junior cadets will overtake senior cadet positions from the hike-a-thon challenge. The cadet who won being the CO for the day will do this on this night.</li> </ul>	
6. 60th Anniversary Celebration	Rachel	<ul style="list-style-type: none"> <li>ACR has been confirmed for May 31<sup>st</sup>. The Hellenic Center is not available May 31<sup>st</sup> but is open the weekend before on Friday May 22<sup>nd</sup>.</li> <li>There was a discussion about removing the fundraising goal of the 60<sup>th</sup> celebration in order to keep the costs of paying attendees to a reasonable fee to allow for more inclusion of families and people wanting to attend.</li> <li>We discussed the option of separating into two sub committees: one for the 60<sup>th</sup> celebration and one for fundraising.</li> <li>May 22<sup>nd</sup> is reserved at the Hellenic Center and is a fall-back date for the 60<sup>th</sup> celebration. We discussed wanting to have the 60<sup>th</sup> celebration on the same day as the ACR. Rachel is not able to look for another venue. Steve volunteered to find a more economical venue on the date of the ACR. We set a deadline of Sunday January 19 to find an alternative venue.</li> <li>CO volunteered to be the staff representative for the 60<sup>th</sup> celebration committee.</li> </ul>	<p><b>Motion:</b> To change the objective of the 60<sup>th</sup> Anniversary Celebration to solely a celebration of the 60<sup>th</sup> anniversary of squadron. Fundraising will be a separate initiative. <b>Moved:</b> Rachel 2<sup>nd</sup> Laura-lee <b>Carried</b></p> <p><b>Motion:</b> To conduct a vote by email to confirm the date and venue of 60<sup>th</sup> by January 25, 2020. <b>Moved:</b> Rachel, 2<sup>nd</sup>: Chris <b>Carried</b></p>
7. ACR	Fred	<ul style="list-style-type: none"> <li>Signed a contract to use Mlacak center for ACR May 31<sup>st</sup>.</li> <li>The Carp arena in Stittsville is also available and is being held for us.</li> <li>It would be ideal to host the ACR during the day on Saturday May 30<sup>th</sup> and have the 60<sup>th</sup> celebration/mess dinner that night.</li> </ul>	<p><b>Action:</b> We need to have a date, time and venue for the ACR.</p>
8. Sponsorship/parent engagement	Laura-Lee	<ul style="list-style-type: none"> <li>Laura-lee suggested starting a sub committee to work on sponsorship fundraising. She would like the committee to meet on Thursday nights.</li> <li>We need a catch phrase to entice parents to look for sponsors.</li> <li>Laura-lee is planning for another parent meeting February 6.</li> </ul>	<p><b>Action:</b> To host a second parent meeting regarding sponsorship fundraising on February 6.</p>
9. Tagging	Fred	<ul style="list-style-type: none"> <li>Fred has reached out to 10 organisations, same as last year, to host the cadets for tagging.</li> <li>Fred will be reaching out to a few other locations, but needs to cap it</li> </ul>	



## 706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

		<p>or we won't have enough cadets to staff tagging locations.</p> <ul style="list-style-type: none"> <li>• There was discussion on the duration of shifts, we decided 3.5 hours is not too long.</li> <li>• We would like all tagging shifts to be filled by mid March.</li> <li>• We are only planning to tag one weekend this year: April 17-19.</li> </ul>	
10: Merchandise	Chris	<ul style="list-style-type: none"> <li>• Merchandise has come in.</li> <li>• Chris has not been satisfied with the current merchant.</li> <li>• The store will open again in the spring.</li> <li>• Chris will look for a new merchant for next year.</li> </ul>	
11. Next Meeting	February 20, 2020		
12. Motion to Adjourn	The meeting adjourned at 8:57pm.		<b>Motion to Adjourn:</b> <b>Moved:</b> Laura-lee <b>2<sup>nd</sup>:</b> Pat <b>Carried</b>

### Outstanding Action Items

Meeting Date to Discuss	Action Items	Responsibility
TBD	<ul style="list-style-type: none"> <li>• Discuss appropriate incentives for cadets for fundraising.</li> </ul>	All
February 20, 2020	<ul style="list-style-type: none"> <li>• Have a date, time and venue for this years ACR</li> </ul>	All
February 6, 2020	<ul style="list-style-type: none"> <li>• Host a second parent meeting regarding sponsorship and fundraising</li> </ul>	Laura-Lee
February 20, 2020	<ul style="list-style-type: none"> <li>• Table the updated budget.</li> </ul>	All

Original Signed by

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 Greg Tzemenakis  
 Chairperson - SSC 706 Squadron Air Cadets

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 Wendy Boland  
 Secretary - SSC 706 Squadron Air Cadets



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