



706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

Date: January 28, 2021

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

Regrets: Sarmistha Roy (Treasurer), Patrice Carrière, Mark Abraham (Directors), Steve Desjardins, Julia Desjardins (Observers)

Squadron Staff: Maj Alex Bejenaru (Commanding Officer)

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Greg	<ul style="list-style-type: none"> ● Meeting called to order at 7:14 p.m. ● Noted we do not have quorum to pass motions. For any time sensitive matters we will follow up via email. ● There were no changes to the agenda 	<p>Motion to call to order and approve the minutes. Moved: Wendy 2nd: Rachel Carried</p>
2. Approval of Minutes from last meeting.	Wendy	Highlights of December 2020 minutes were reviewed.	<p>Motion to approve minutes of last meeting. Moved: Wendy 2nd: Chris Carried</p>
3. Chair Update	Greg	<p>Staff changes:</p> <ul style="list-style-type: none"> ● Major Bejenaru was appointed CO effective Jan 1, 2021. ● TrgO Lt. Matteo, Ops, Capt Czuzor (also responsible for comms and questions), AdmO -2Lt Simpson; Supply- CI Aleknevicus; StdsO - Capt Broeders, Level Officers: 2Lt Penny, WO2 Driscoll, Lt. Lacroix and CI Dennis. ● Capt Southern has transferred to 75 Squadron. ● 2Lt Penny has transferred to us from 632 Squadron. <p>Kahoots: The SCC unanimously approved of an upset budget of \$500 for the purchase of 6 premium plus subscriptions of KAHOOT in an email vote between January 17-19.</p> <p>LSA: The LSA budget has been significantly decreased by DND as a result of the pandemic to less than 2150 (from 6000+). The items identified for reimbursement are 6 months of storage, admin supplies, plexiglass purchase. Requisite payments and insurance have been mailed, we are paying \$40 vs \$75 for assessment fees this year.</p>	



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	<p>Awards: A big thank-you to Fred for ensuring all of the awards, plaques and engraving for last years' ACR have been purchased, completed and in the hands of 706. In light of the current Stat-At-Home Order, the delivery of the awards from ACR last year, long service medals and other items for the cadets will be delayed until after February 25, 2021.</p> <p>ACR: The City has asked us to make a request for a rental space for ACR. We have picked May 30th so please hold the date. The Carp Arena is closed. We have been offered the Mlacak Arena with no guarantees. It will take 4-6 weeks for the city to get back to us.</p> <p>Software and accounts:</p> <ul style="list-style-type: none">● GSuite is offered for free by Google for non-profit organisations. Staff have been using GSuite since the beginning of the training year. Ownership of the GSuite platform will be transferred to the SSC as per DND policy since the SCC is the nonprofit organisation of the cadets. The CO and Greg have agreed to share the platform. Having the platform will allow us to create an unlimited number of accounts for the committee and allow us to house our SSC documents. We will move our SCC meetings to Google Meets. Everyone on the SCC will get a squadron email. We now have a platform to transfer our expiring google drive. Wendy, Greg and Rachel will work on cleaning up and transferring our current files.● Website design: The website will be owned by the SSC. CO has spoken with staff who do not feel the need to redesign the website, it just needs to be updated more frequently.● MailChimp: We have moved to MailChimp to govern our external communications /newsletter distribution given that the email feature no longer works on the website.● Facebook: The SCC has administrator access.● Instagram: The SCC will be granted access as an administrator. <p>Recruiting will be the major focus for the squadron in the short term. Laura-Lee and Fred will provide assistance for a recruiting committee.</p>	<p>Action Item: deliver awards and long service medals to cadets when it is deemed safe to do so.</p>
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		<p>Tax Receipts: All donors with donations eligible for tax receipts will be emailed their receipts by Feb 15, 2021. There are significantly less donations this year compared to last year.</p> <p>60th Anniversary: Greg has received information from the League congratulating the squadron. Greg and Rachel will reach out to Civilian partners for their congratulations. Greg and Rachel will help work on a video presentation for the 60th Anniversary Celebration .</p> <p>Effective speaking: Fred, Martin and Chris have volunteered to sit in on a panel of judges. All competitions will be virtual: squadron, provincial and national.</p> <p>National exams:</p> <ul style="list-style-type: none"> ● Glider and Pilot exams took place January 16. Seven cadets participated. ● National camp applications to follow and more information will follow. 	
4. Treasurer's Report	Greg	<p>As of January 13,2021 \$47958.82 is in our operating account. There is approximately \$3000 in unreconciled cheques. We are where we expected to be.</p> <p>Expenses:</p> <ul style="list-style-type: none"> ● We have sent cheques to ACL to cover the next installment of the assessment fees, annual insurance and long service medals. (approx. 2500) ● We have outstanding accounts (admin supplies - 325\$; storage - approx. 600\$; ACR engraving - 506\$) <p>Approval of treasurer's report will be deferred to the next SCC meeting as we do not have a quorum.</p>	<p>Action Item: Motion to approve the treasurer's report will be deferred to our next meeting February 25, 2021.</p>



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5: CO's Update

Maj
Bejenaru

Maj Bejenaru is excited to be back with 706. He met one on one with staff over the holidays.
He thanked members of the SCC for volunteering and being engaged.

Vision for 706:

- 1: Retain cadets:** Focus on Level 1-3 cadets without forgetting the current seniors.
- 2: Relationships:** We need to maintain great relationships with Connaught Ranges, SCC, cadets, parents and with internal and external stakeholders.
- 3. Clear and transparent communication:** The CO will share information through social media, emails, newsletter.

Cadets:

- It is a main priority to retain active cadets. Other squadrons who haven't had a loss in cadet numbers have done recruiting via social media and have relaxed their training sessions.
- Currently 706 has 105 active cadets. We have lost over 40 cadets this year and gained 12 (we usually gain 60 new cadets) for a net loss of 29 cadets. Goal: 130 active cadets in our squadron.
- The total number of cadets determines the number of officers in a squadron, funding from DND, number of camps offered.
- Average duration of cadet membership =2.5 years.

Communication: Mail Chimp works well. The CO wants to send out a newsletter every Tuesday night.

Upcoming events:

- March Break Camp activities: more news will follow.
- Effective speaking: Staff have requested \$100 to acquire a high quality microphone and camera for the cadet going to the regional competition.



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		Change of focus: For regular training nights the focus will be changing to more fun based classes and community building.	
6. Next Meeting	February 25, 2021		
7. Motion to Adjourn	The meeting adjourned at 8:58 pm.		Motion to Adjourn. Moved: Rachel 2nd: Chris Carried

Outstanding Action Items

Meeting Date to Discuss	Action Items	Responsibility
February 25, 2021	1. Deliver awards and long service medals to cadets when it is deemed safe to do so.	Staff and SCC
February 25, 2021	2. Approve January's Treasurer Report.	all members SCC

Original Signed by

Original Signed By

Greg Tzemenakis
Chairperson - SSC 706 Squadron Air Cadets

Wendy Boland
Secretary - SSC 706 Squadron Air Cadets