**287 Squadron Sponsoring Committee Board Meeting**

**October 3rd, 2018**

**Attendees:** Brian Morrison, Trudy Eggleton, Capt. Bodnaruk, Dana Belmore, Becky LeBlanc, Lynn Munday and Jan Shute.

Regrets: Carole Reichert, Arie Bretnall-Compton

1. **Call to Order**: The regular meeting of the 287 Spitfire Parent Sponsoring Committee was called to order at 19:15h on Oct 03, 2018 at the Beaumont Community Centre (CCBCC)
2. **Approval of Agenda**: Lynn moved that we approve the agenda with the following additions. Correspondence and Calendar Sales Report. Seconded by Dana. Carried.
3. **Approval of Minutes**: Lynn moved that we approve the minutes of the Sept 26, 2018 SCC Board Meeting. Trudy seconded. Carried.
4. **Correspondence:** Letter from GAIN- Gaming Information for Charitable Groups. This was an invitation to attend a training session. Brian and Lynn both feel that they are adequately trained therefore we will not be sending any members this time.
5. **REPORTS**:
	1. **Chairman: Brian Morrison**

Brian welcomed everyone. We spent some time reviewing the Board Work Plan and discussing future events. Please see attached updated version and pertinent discussion under Board Work Plan agenda item

* 1. **Treasurer: Lynn Munday**

ACC9 form has been re-submitted with corrections.

General account balance: $83,316.67

Lion’s Donation (Gaming) Account balance: $0.04

Casino account balance: $968.69

* 1. **CO Report: Capt. Bodnaruk**

Because there will be no Cadet Staff available for Oct 27 and 28th, the Poppy Sales will need to be moved to Nov 3rd and 4th. The Lion’s Club presentation preparations are coming together for Oct 15th. Ground School has begun. The SSC was asked to help distribute letters asking for support from various businesses for the Random Acts of Kindness day Oct. 20th  **ACTION:** Jan to do this.

FTX on 5-7 Oct 2018

Bottle drive 13 Oct 2018

Community Awareness day 20 Oct 2018- Random Acts of Kindness

Poppy Sales 3-4 Nov 2018

Stage 2 Biathlon 28 Oct 201

1. **Communication to Parents-** Capt. Bodnaruk briefly discussed how the squadron would like to prepare a quarterly ‘newsletter’ for the parents to inform them of promotions, events etc. This could be done by some of the Cadets, possibly in conjunction with the SSC.

TABLED

1. **Calendar Sales Report:** 138 of the 275 calendars out have been returned. Reminder emails will continue to be sent out each week and we may begin phoning those cadets/parents who have not returned their calendars or money and ticket stubs. Lynn would like to have ‘sales’ completed by the League AGM Oct 26-28th so that she can submit them.

Becky continues to advertise on Social media sites. We will have calendars for sale at the Bottle Depot during the Bottle Drive.

OLD **ACTION** item: Jan to contact Beaumont Highland School of Dance to discuss future fundraising collaborations since they share the CCBCC with us Wed nights.

TABLED: The possible preparation of some form of official feedback for the Provincial League regarding this fundraiser.

1. **BOARD WORK PLAN**: Several Items were discussed
	1. **Parent Meeting** Scheduled for Oct 24th will need to be cancelled as the Cadets will no longer be having a Fitness night and we therefore do not have a room available. Becky will attempt to book a room at Bellevue. If we are unable to find a room, we will add one Feb. 20th
	2. **Parent Screening**- ACTION: Trudy to prepare packages and a presentation for the first Parent Meeting in order to encourage as many parents as possible to be screened.
	3. **ACR**- Nisku Inn was discussed as a possible banquet site. The cost is within budget. It has tentatively been booked- TABLED
	4. **Poppy Sales**- No Frills and Sobeys to be notified. Supervising Parents must be ‘Carded’ with the League. ACTION: Schedule for supervising Parents to be drawn up
	5. **Gift Card Raffle for Christmas**- TABLED
	6. **Christmas Dinner Fundraiser**- As presented last meeting by Capt. Pike.

ACTION: Jan to contact various venues to research feasibility. To report next meeting.

1. **Bottle Drive**: Sign-up sheets have several names already. Jackie has already prepared the maps of the town for us. Email to be sent parents via the website with instructions about meeting at CCBCC, Drivers must bring a driver’s license and insurance, etc. Becky has contacted the Bottle Depot re: all our planned dates for Drives this year. She will also post this information on Beaumont Talks and other social media sites.

Capt. Brian will supervise.

1. **Cadet Pictures- TABLED**
2. **Wing Training Session:** Brain, Lynn, Arie, Capt. Bodnaruk & staff will attend Oct 14th

1. **League AGM:**

**MOTION:** Trudy moved that we amend our budget to increase spending on the Provincial League AGM from $1000 to an amount up to, but not exceeding $2500.

As Treasurer, Lynn Munday has been encouraged to attend these meetings. Brian Munday may also attend as an SSC advisor (effective speaking, etc). The currently budgeted amount would not be enough to cover the cost of hotels ($286/night for 2 nights) and registration fees ($225) for the SSC members- Brian Morrison, Lynn and Brian Munday and Staff Carole Reichert and Capt. Bodnaruk. (Carole’s registration fee will be covered by the Provincial League.) This amount would also cover some of the gas expenses.

Seconded by Becky. Carried

1. Next Board Meeting: Nov 7th, 2018 at the CCBCC following the CO’s parade.
2. Adjourned at 21:10h

Minutes taken and prepared by Jan Shute