**287 Squadron Sponsoring Committee Board Meeting**

**May 08th, 2019**

**Attendees**: Brain Morrison (president), Capt. Bodnaruk (CO), Capt. Bryan, Carole Reichert, Trudy Eggleton, Arie Bretnall-Compton, Becky Leblanc, Lynn Munday, Dana Belmore and Jan Shute.

1. Call to Order at 19:32pm at the CCBCC
2. Approval of Agenda as amended with the addition of 7.9 Town Directory- motion by Trudy, second by Becky, Carried
3. Approval of Minutes of April 17, 2019 meeting- motion by Becky, second by Dana, Carried
4. **Correspondence:**
	1. **Provincial League**- Two positions available; Effective Speaking Coordinator and Social Media Coordinator. If anyone is interested Jan has the job descriptions and resumes may be submitted to Dawna Morgan. Golf Tournament entry fee was donated and is available for any Cadet. The Staff will announce this at parade to determine if any Cadet from our squadron would like to go. Cash Calendar winners for May announced.
	2. **Town of Beaumont-** Invoices- these are the first electronic invoices for CCBCC rental fees! Rental Contract for 2019-2020- the Town is willing to wait until after the AGM elections, so that the Booking Director for 2019-2020 can sign this. **ACTION:** Becky was given a copy to review and she will also review it with Capt. Bodnaruk to ensure that it reflects the training plan for next year. Coat Check- Debbie from the Beaumont Guest Services has asked that we provide a letter with updated contact information**. ACTION**: Jan to prepare this letter for review and approval after the AGM and consultation with the new SSC board.
	3. **Society Annual Return Documents**- These need to be returned by June 30th. **ACTION**: Jan will ensure that the new board receives these since the names and addresses of Board members need to be included with the Filing. Lynn to provide the financial statements
5. **Reports**
	1. **Chairman’s Report- Brian Morrison- submitted**

It has only been a few weeks since our last Board Meeting, but a lot of work has been done and a lot more is still required until year-end. We had another successful bottle drive and took in over $2,100.00 despite the unpleasant weather. We assisted the Millwoods Lions club with a casino and have started to prepare for our AGM and ACR. Trudy attended May’s staff meeting and I called in to the Wing’s May meeting on May 06th. The Wing meeting was interesting with presentations on both risk management and challenging our cadets. We also must help out with the Provincial AGM in the fall. They are looking for silent auction items. A couple items came up which are on our agenda for discussion. They are the food restriction for cadet events and cash calendars. We have also received news that we are having a casino the first quarter of 2020.

* 1. **Treasurer’s Report-** **Lynn Munday**

Main account $73,512.68 Casino acct $847.81 Gaming acct $3,013.79

Bank statements for February and March were circulated.

**ACTION**: The $500 deposit cheque given to Ritchie Bros does not appear to have been returned. Trudy will contact Ritchie Bros to see if we will get this back.

Note: This cheque was shredded by Ritchie Bros because we fulfilled our obligations.

**5.3 CO’s Report-** Capt. Bodnaruk

111 Cadets

Upcoming Events

* 11-12 May – Spring Gliding
* 15 May – Airport Tour
* 17-19 May – Spring Field Training Exercise
* 25 May – Air Skills Day at Blackfoot Staging Area

Issues

* Paintballing – is it a go?

We are using 50 of the tickets that were purchased last year. (50 will be saved for next year.) The cadets that are being rewarded with this outing- because they helped to fundraise- will be notified very soon and will be informed that they will need to bring their own money to purchase any extra balls beyond the first 100 they are given. Capt. Bodnaruk has proposed that money that was budgeted (but not used) for Familiarization Flying be used to purchase the first 100 paintballs/cadet. This cost is $712.00. Discussion ensued.

**MOTION:** Lynn moved, and Dana seconded that we spend $712.00 to purchase paintballs for this event. Carried.

* Change in Venue for ACR to lower Arena?

**ACTION**: Becky will ask the City if we are able to move to the lower arena. If not, we may use the chairs from Dansereau School. The Shute’s have a van, truck and trailer that can be used to transport these chairs. Renting chairs was also proposed.

* Covering Lunch for Band – will need about $60 to cover pizza.

This was approved as part of the budget for the ACR

* Pictures – uniform (please also see Old Business below)

There will be a classroom available for periods 1&2 to take photos on May 22nd. Senior Cadets will have theirs taken after the parade. A list of Cadets has been provided ACTION**:** Staff will ensure that a Call Out is done to ensure the cadets arrive in full uniform.

* Budget – working on revisions and will be able to do a presentation on agreed

budget at the AGM. This will need to be reviewed and approved by the SSC prior to the AGM

* Bus for Airskills day **ACTION:** Becky to book this bus.
* Drill Team will perform at the ACR
* Beaumont Daze Parade- cadets will march. Paintball event will follow.

1. **Old Business**:
	1. **Pictures-** We were unable to take pictures on May 1st due to space constraints. This has been re-scheduled to May 22nd**.** We will attempt to take a group photo that night.
2. **New Business:**
	1. **Preparation for AGM-** An email has been sent to parents alerting them of the change of dates. We need to review and approve the budget that is to be presented. Auditors need to be engaged to review our financial statements. Call for members of a Fundraising Committee be added to the agenda

**ACTION:** Brian to circulate an electronic version of the proposed budget for our review and comment prior to our meeting Thursday May 16th

**ACTION:** Brian to add Fundraising Committee volunteer sig -up to AGM agenda

**ACTION:** Brian to confirm that Mrs. Truong and Mrs. Jeavons will act as our auditors for this year.

* 1. **Chairs for ACR-** If the lower level arena is not available, we will use the Dansereau School chairs. Shutes to provide transportation
	2. **Set-up and Menu for Awards Dinner- discussion**

**ACTION:** Brian to confirm with the Nisku Inn that we can have three tables set out to hold the various awards and a small table for the check-in

**ACTION:** Brian to confirm menu. Carved beef and garlic mashed potatoes, 3 salads- Cesar, tossed and Asian. Korma for the Vegetarian dish.

* 1. **Casino-** We have received notice that we will be getting a Casino in early 2020. The date will be determined by a computerized draw in August 2019. We will need to send the AGLC the name and contact information for a Casino Chairperson. This can be sent to them after our AGM once it is determined who our Fundraising Director is.
	2. **Next Year’s Bottle Drive**- Sept 7th will be the date of our first bottle drive which is the Saturday after our first parade night. **ACTION**: Becky to create an article for La Nouvelle explaining that Cadets cannot charge registration fees and therefore need the support of the community. She will also post this on Social Media sites prior to this Bottle Drive. SSC will send out an email to the old email addresses and will ask for a Call Out to be done by the Cadets
	3. **Plaques**- As per a motion made last year, Appreciation Plaques are to be purchased to thank past Board members and Major Sponsors. These plaques will have a photo of the squadron and a message of appreciation **ACTION:** Dana to have photos printed and Carole to pick up the plaques.
	4. **Cash Calendars**- The Provincial League has determined that we are to sell these calendars again this year. Discussion ensued about the merits and struggles with this fundraiser. TABLED: This is something that will be dealt with by the new fundraising committee next year.
	5. **Food Guidelines**- Brian reported that he had been given information during the Wing meeting that potlucks are an acceptable practice for events. There is currently no policy in place at the provincial level that prohibits them.
	6. **Town Directory**- Discussion about the merits of using this service ensued MOTION: Trudy moved and Arie seconded that we no longer use this service as people tend to access information online now. Carried
1. **Next Meeting**: Thursday May 16th at 7:00pm at the home of Mr. Boston
2. **Adjournment:** Meeting adjourned at 21:28h