

**MINUTES OF THE BEAUMONT 287 AIR CADETS PARENT
COMMITTEE** Held on August 23rd, 2023 at 6:30PM
In Beaumont, AB

Present:

Myrna Kampjes, Chair
Trudy Eggleton, Vice-Chair
Holly Walker, Treasurer
Tanya Pridmore, Secretary
Captain Tyler Bryan, CO
Ambily Saju, Facilities Director
Lindsay Chippett, Auditor

Regrets:

Captain Chelsea Robinson, DCO
Tirtha P. Upadhyay, Auditor
Agnes Kulinski, Fundraising
Dr. Lorne Parker, Squadron Advisor

Actions:

N/A

1. MEETING CALLED TO ORDER: 6:39pm

Motion to approve previous agenda
Motion to approve previous minutes

MOTION:

Vote to approve the agenda. Moved by Trudy Eggleton and seconded by Tanya Pridmore.

Vote to approve minutes. Moved by Trudy Eggleton and seconded by Holly Walker.

2. CO's REPORT - CAPT. BRYAN:

Capt. Bryan's intent is to run the new program exactly as it was designed. This is to determine how effective it will run. The new program has more flexibility in training nights and schedule. This program will be different from what the cadets are used to and at the end of the year, cadets will be able to provide insight into their thoughts on the overall concept. Also, Capt. Bryan would like to know if this program will run within our current budget.

This will be Capt. Bryan's 3rd and final year with 287 squadron. Possible that DCO Captain Robinson will take over as CO, but no confirmation.

Staffing 2023/2024: Capt. Robinson DCO (training and standards), Adjutant Lt.(N) Van Beek (discipline aspects), Lt. Visaya (training officer), Capt. Dalshaug (standards support), Volunteers Saunders (administration officer), Tim Mclean, Heather Bartley (level officers)

7 paid staff positions. Capt. Bryan requires the paid members to run the activities.

Team nights: 7 of 8 months, First Wednesday of the month will be optional. Drill/Speaking/Marksanship will run on these nights. Teams will be selection based. So only selected will be going to competitions. 8 to maximum of 16 is ideal size for team sizes.

Fundraising request: Need dates for fundraising so we can submit requests.

Canteen: Volunteer Saunders will take over monitoring the canteen. He will take suggestions regarding requests from cadets. He will liaise with the parent committee regarding purchases or donations of supplies.

General purchases: Capt. Bryan would like to move upcoming purchases for supplies through the parents committee.

Screening policy: No changes. The screenings need to be submitted through Capt. Bryan and sent to the league. A background check is required with the vulnerable sector. (screening is good for 5 years for previously screened parents).

Warrant Boards: Capt. Bryan will need a SSC committee member to help out with boards. 11 eligible for Warrant boards this year. 3 nights available prior to Christmas stand down. Need to confirm which cadets would like to go forward with their boards. LT. Martin Van Beek volunteered to do boards.

Calendar: Updated calendar will be posted to 287 Website.

Policy updates: Staff consuming alcohol is no longer allowed at any cadet events/functions. Regarding gender inclusion, cadets can indicate their preferred pronouns and washroom facilities requirement.

Fitness assessments have been canceled. It is no longer required to pass a fitness assessment to get promoted.

In order to share photos with cadets or any information about cadets, Capt. Bryan needs a signed consent form. New documents will need to be signed on registration night.

Cadets ages 16 and over are now able to travel without supervision.

Cadet 365: Capt. Bryan is hoping for 100% usage of the Cadet 365 platform to communicate with cadets. Cadets will be able to find all the communication regarding events or announcements through this platform. Calendars, learning, and public announcements for parents will be offered in a different section of Cadet 365 that won't require a sign in. Cadet 365 is not able to be used for sign up of events at this time.

Facility bookings: A few dates that need to be booked:

March 20th 24 Officers mess/ Busses/Catering and Facility 3-9pm,
April 10th, 24 BSRC Group Pool Booking 7-9pm (80 kids)
May 18th, 24 Mother D'Youville Gym and 2 classrooms 8-4
June 1st, 24 ACR: Ken Nichol Upper Arena 8-2 pm

ACR BBQ will be booked separately and possibly paid for via the military as an activity.

SSC needs to acquire information about pool, bussing and catering costs for the mess dinner.

Facility CCBCC dates to be canceled. Due to growing size, a few dates and facility changes are required. Prefer to have a full gym and cancel the boardroom. Dates with preferred changes will be emailed by Capt. Bryan.

Squadron size: 287 has grown substantially and it is getting too big for CCBCC.

124 cadets (60 new recruits) 5 on waitlist 180 approx.total

Squadron 570 are continuing to take recruits. Also encouraging them to go to an army unit in Edmonton.

IF there is a family member that is attending 287, they will be accepted even though the cut off is 60 recruits.

Transfers will also be accepted.

Long term, we may have to split the squadron into two 1A/2B. Wednesday/Friday nights. This would be a more expensive option so this would need to be explored. If split into two nights, staffing would most likely not be an issue, but fundraising costs for extra activities would be. Facility costs would be very high.

New squadron would involve:

Forming a new parent committee, finding a sponsor and a location. Once the parent committee is formed and a place is found, the conversation would escalate and creating a new squadron would become more of a reality.

**Email requests by Capt. Bryan: 287air@cadets.gc.ca Please forward to this email if not directly involving him.

Actions:

- Capt. Bryan needs help with finding public speaking/toastmaster (Tanya/Capt. Bryan)
- Facility bookings for pool/bussing/mess hall with dates provided and present the costs - (Ambily Saju)
- CCBCC facility change requests - (Ambily Saju)

3. CHAIR: MYRNA KAMPJES:

Volunteer bond cheques (2022-2023), we only had about 45% parent participation this year.

Due to difficulty with so many cadets and different family names, parents who volunteer would need to sign up under their cadets name. We are hoping to implement online sign up through google forms to help alleviate this issue.

Credit system for volunteering has been used in previous squadrons but due to our size, this would be very difficult.

All SSC members are in favor of collecting 3 cheques in the amount of \$100 each to be obtained from parents for a volunteer bond. The idea would be to immediately give back to the parents upon completion of their volunteer duties.

Cadet cash calendars: This year we will add the option of selling calendars as a form of volunteering. 10 calendars sold would equal one volunteering opportunity. Parents need to pay up front for calendars. Cash or e transfer. If they do not sell, we can refund them for those not sold.

Set up calendar sales in front of Sobeys. Capt. Bryan would need to seek Legions' permission.

Parent handbook updates: Myrna would like to update the parent handbook. We will try to locate the file to update it. Possibly include instructions for proper placement of badges or link to a site for cadets/parents to access this information.

Capt. Bryan mentioned grants that may be available for the 287 Beaumont Air Cadets. We will look into these grants and see if we qualify.

Actions:

- Set up calendar sales for Sobeys in Beaumont/South Edmonton (Myrna/Trudy/Tanya)
- Parent handbook updates (Myrna/Tanya)
- Grants from City of Beaumont (Myrna/Agnes)

4.VICE CHAIR- TRUDY EGGLETON:

Screening for new chair members. Members were given application forms for screening. Myrna interview completed.

Actions:

- New chair members to send Trudy a picture (JPEG) and screening forms for APC (Holly, Myrna, Lindsay)

5. TREASURER - HOLLY WALKER:

Contact the previous Treasurer regarding meeting up with the bank to transfer signing authority.

Previous volunteer cheques (2022-2023), we need to email those that paid out volunteer bonds regarding the option for refund or donation and follow through with instructions on previous volunteer cheques (return or shred).

Sept 6th/13th we will accept volunteer cheques.

Actions:

- Contact Mariette (previous treasurer) and get necessary documents and banking transfer done (Holly/Myrna)
- Send out welcome email regarding volunteer cheques, volunteer opportunities, cash calendars. (Myrna/Tanya/Trudy)
- Previous year cheques (mail or shred) (Holly)

6. FUNDRAISING: AGNES KULINSKI:

Bottle Drives: Capt Bryan would like to have Sandwich boards/signs prior to bottle drives to place in areas we plan to do our drive. Triangle shape that has the option to have a sandbag under it to keep it standing in all weather conditons. We will collectively look for some that will work within budget. Prefer not white in color.

Dates for bottle drives:

Sept 23rd, Dec 2nd, Feb 24th, April 13th

Creekside nursery fundraiser: All SSC members are in favor to go forward with this fundraiser for Fall and Summer. Minimal work and make a bit of money.

Casino: Summer of 2024 is approximately the time we would be offered a casino. The casino usually has late night shifts. Anyone that volunteers for the casino will have completed all their volunteer shifts for the following year. Date TBA.

*We need to spend out of our fundraising account. LSA out of the NON fundraising account, NON LSA purchases can be used out of fundraising accounts.
We will have a separate fundraising meeting to discuss. More sponsors really are necessary to help offset our costs.

Bottle depot in Ellerslie (Green Bottle Depot). Plan is to set up an account for 287 Beaumont Cadets. A majority of our families are in the south and this may be beneficial for earning some more fundraising money.

Actions:

- Sandwich boards (SSC Committee/Capt. Bryan)
- Book bottle drives at Beaumont Bottle Depot (Agnes/Trudy)
- Ellerslie (Green Bottle Depot) bottle depot set up account for 287 Cadets (Agnes/Tanya)
- CO coffee donations Oct 18, 2023 (Agnes)

	<ul style="list-style-type: none"> • Bingo Dates for parent sign up (Agnes)
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<p><u>7. SECRETARY - TANYA PRIDMORE:</u></p> <p><u>Sign up sheets:</u> We will offer an online form through google forms to make tracking volunteers easier.</p> <p><u>Alice Embroidery update:</u> Capt. Bryan would like to add in a polo option for staff. We will start sales late October so they are here hopefully before the winter holiday stand down.</p> <p>Poppy Sale dates are Nov 4/5th</p>	
Actions:	<ul style="list-style-type: none"> • Poppy sales confirm dates/locations (Trudy) • Invite Dr. Parker to CO parade (Tanya)

<p><u>8. FACILITIES - AMBILY SAJU:</u></p> <p>N/A</p>	
Actions:	

<p><u>ADJOURNMENT:</u> 9:26pm Next Meeting: October 4th, 7pm</p>
