



**51 Canada Aviation and Space Museum
Air Cadet Squadron
Sponsoring Committee**

532 Montreal Rd., Suite 235
Ottawa ON K1K 4R4

613.742.5151
www.51aircadets.ca



Annual General Meeting Minutes
28 May 2019: 1858 to 2003 hours

COMMITTEE PRESENT:

Phillip Rennison (Chair)
Maureen Hamilton-Sirois (1st Vice Chair & Director – Social Media)
Murray Theriault (2nd Vice Chair)
Charles Kerber (Secretary)
Suzie Cloutier (Director - Volunteer Coordinator)
Kathleen Lemire (Director – Activity Liaison)
Sindhu Nair (Director - Canteen and Retail)
Hala Hassan (Director - Fundraising)

Rick Brooks (Squadron League Advisor)
Captain Michelle Bergeron (Commanding Officer)

VOLUNTEERS PRESENT:

Danielle Belanger
Twilight Beltran
Alain Brûlé
Eileen Daniels
Fatema Dhaif
Yemdabou Roland Gbangou
Heather McIntosh
Sophia Munawwar
Kim Perro
Kin Petersen
Louis Poisson
Kim Reid
Moïse Sanon
Bert Veldman

REGRETS:

James Farrell (Treasurer)
François Trépanier (Director - Public Relations)
Marie Christine Lalonde (Regional League Coordinator)

-
1. **Introductions.** The Chair opened the meeting at 18:58 hrs and welcomed everyone to the Annual General Meeting (AGM) and Elections. The Chair identified that we had **seven** voting members; quorum declared. The agenda was reviewed and motion to accept the agenda was presented by Murray Theriault and seconded by Kathleen Lemire; agenda **adopted** without changes.
 2. **Minutes.** The minutes of the last committee meeting were distributed electronically in advance and paper copies were available on the desks prior to the meeting for review. No changes, additions, or deletions were noted. A motion to approve the minutes was raised by Murray Theriault and seconded by Hala Hassan; the minutes were **approved** without changes.
 3. **Chair's Report.**
 - a. Review of the completed training year. The Chair took several minutes to highlight some of the significant events of the past year including the Welcome Back BBQ, attendance at the Aero Gatineau Air Show, Enhanced Walk-a-thon, execution of five power flight familiarization days, Support to the regional band program, Gliding familiarization, poppy day support to the Royal Canadian Legion, attendance at Remembrance Day, the Holiday dinner and dance, Archery Tag, Senators Game, Support to regional interview day canteen, Winter Field Training Exercise, Competitive Marksmanship Team, Competitive Biathlon Team, Annual Mess Dinner, Spring Tag Day, First-Aid Training, Battle of the Atlantic, Spaghetti Dinner and Silent Auction, the implementation of rewards for top cadets, and support to promotion boards. The chair noted that this year was very busy, and very productive, and could not have achieved the level of success we did without the outstanding support of the volunteers of the Squadron Sponsoring Committee (SSC).
 - b. Detailed Activity List. Annex B contains a detailed list of Squadron activities the past year.
 4. **Treasurers Report.** The treasurer reported
 - a. Annual Finance Update. This year's budget, proposed at approximately \$93,000 has been adjusted to approximately \$95,000, of which approximately \$66,000 has been spent thus far with several items still pending closure from the end of the year and for clothing orders and purchases. A detailed report can be found at Annex C.
 5. **Results of the 2018-2019 Program.**
 - a. Awards and Medals Issued. This past year has been a very successful year for 51 Squadron, with many teams and individuals successfully representing the Squadron at several provincial and national level events. The captions below highlight some of our noteworthy results:

To the **Band members below** who competed at the Eastern Region Cadet Music Festival held in Drummondville, QC, 23-24 Mar and won:

Aux membres de la **Musique** pour leurs prestations au Festival de Musique des Cadets de la Région de l'Est tenu à Drummondville, QC le 23-24 mars. La Musique a remporté :

Pop-Jazz Ensemble category – Gold Catégorie Ensemble Pop-Jazz - Or	Sgt Ananthakrishnan Manoj FCpl/Cpls Raphael Parent Cpl Adalia Zwiers
Classical Ensemble category – Silver Catégorie Ensemble classique' - Argent	Cpl Adalia Zwiers

Congratulations to our **Marksmanship Team** who will be travelling to Valcartier, Quebec for the Provincial final on 12-13-14 Apr.

Félicitations à l'**Équipe de tir** qui se rendra à Valcartier, Québec les 12-13-14 avril pour la finale provinciale.

Team "C" – Gold Équipe "C" - Or	WO1/Adj 1 Zoé Mitchell Sgt Anna Bélanger McGuire, Sgt Ananthakrishnan Manoj Cpl Sydney McIntosh, Cpl Isla Rennison
Team "A" – Silver Équipe "A" - Argent	FSgt/Sgts Mohamed Elhelow, FSgt/Sgts Shannon Hall FCpl/Cpl Liam Birtwhistle Cpl Adalia Zwiers LAC/Cdt 1 Emma Macra

Team Overall - Silver / Équipe – Cumulatif - Argent	WO1/Adj 1 Zoé Mitchell Sgt Anna Bélanger McGuire, Sgt Ananthakrishnan Manoj Cpl Sydney McIntosh, Cpl Isla Rennison
Team Prone – Bronze / Équipe position couchée Bronze	
Top Air Cadet Shot / Meilleur tireur - cadet de l'Air	Sgt Anna Bélanger McGuire
Vamplow Trophy Top Cadet Shot / Trophée Vamplow Meilleur tireur cadet	Sgt Anna Bélanger McGuire
Gold Medal Overall / Médaille d'Or cumulatif	Sgt Anna Bélanger McGuire
Gold Medal Final Shootout / Médaille d'Or finale au tir	Sgt Anna Bélanger McGuire
Silver Medal Standing / Médaille d'Argent position debout	Sgt Anna Bélanger McGuire
Silver Medal Prone / Médaille d'Argent position couchée	Sgt Anna Bélanger McGuire
Silver Medal Junior Prone / Médaille d'Argent junior position couchée	Cpl Isla Rennison
Bronze Medal Junior Overall / Médaille de bronze junior cumulatif	Cpl Isla Rennison

6-10 MAR - NATIONAL BIATHLON COMPETITION Congratulations to WO2 Megan Roy who represented 51 Sqn and the province of Quebec at the National Championships in PEI, 5-10 March:	6-10 MARS - COMPÉTITION NATIONALE DE BIATHLON Félicitations à l' Adj 2 Megan Roy qui représenta l'Esc 51 et la province de Québec aux championnats nationaux à l'I.-p.-é., 5-10 mars.
Open Composite - Patrol 4.5 kms - Gold	Équipe composée - Patrouille 4,5 km – Or
Open Team Relay - - Silver	Équipe toute catégorie - Relais – Argent
Youth Women – 6 kms Sprint - Bronze	Benjamines Filles – Sprint 6 km - Bronze
Youth Women – 7.5 kms Mass Start - Bronze	Benjamines Filles –Départ en masse – 7,5 km - Bronze

6. **Donations and Fundraising Results for 2018-2019.** The annual fundraising yielded a net income of approximately \$53,000, principle through the Walk-a-thon, tagging events, and sponsorship from our affiliated Royal Canadian Legion Branch. Table 1, below, provides the detailed breakdown.

Walkathon	\$14,389.21
Walk-a-thon	\$15,486.02
Walkathon Refund	\$600.19
Expenses	-\$1,697.00
Tagging	\$17,474.99
1 Day Fall, 2-3 Days Spring	\$17,701.03
Expenses	-\$226.04
Legion/Poppy Sales	\$12,436.45
From Non-Sponsor Veterans Organizations	\$12,500.00

Expenses (gas)	-\$63.55
Special Fundraising for YET	\$3,266.49
Spag Dinner Entrance, Auction Revenue	\$3,912.00
Expenses	-\$645.51
Donations	\$3,735.16
United Way	\$1,915.30
Other	\$1,819.86
Canteen Proceeds	\$1,531.94
Sales	\$1,557.40
Expenses	-\$25.46
Total: \$52,834.24	

Table 1 - Donations and Fundraising summary for 2018-2019

a. Note on 51 Squadron facilities. 51 Squadron benefits from the generous allocation of facilities at no cost to us, saving the SSC significant funds, allowing us to provide the quality programs that we do. Specific acknowledgement is made of the following:

- (1) The Canada Aviation and Space Museum (CASM). CASM has been a generous donator of facilities spaces to the squadron. Annually they provide the use of the museum at no cost, promoting the values of the Air Cadet Program and instilling an appreciation for the air environment, saving tens of thousands of dollars. We would be remiss not to thank them for their generous support.
- (2) The Ottawa Carleton District School Board (OCDSB). ODSB provides access to the combined music program, as managed by 51 Squadron at the Ottawa Technical Secondary School at no cost; a saving of over \$26,000 to the combined program.

7. **Recognition of the Past SSC Members/Volunteers.** The Chair took the opportunity to thank the former committee for their service over the past year and reiterated the outstanding support that everyone has provided. Certificates were presented to the following members:

- a. Twilight Beltran;
- b. Hala Hassan;
- c. Kathleen Lemire;
- d. Sophia Munawwar; and,
- e. Sindhu Nair.

8. **Election of SSC Membership.** The Chair announced that the current committee would be dissolved following the election of new members. It was noted that there are to be a minimum of eleven positions on the committee, consisting of five executive members and six directors. These positions will be voted upon after the adjournment of this meeting by the members voted into the new committee. There can be more members of the committee than eleven, but there are eleven positions with specific appointments; other members will be voting members who will be available to aid in the running of the SSC.

a. The following people were acclaimed to the 2019-2020 SSC committee by the membership of the Annual General Meeting:

- (1) Danielle Belanger;
- (2) Twilight Beltrand;
- (3) Suzie Cloutier;
- (4) Fatema Dhaif;
- (5) Hala Hassan;
- (6) Charles Kerber;
- (7) Kathleen Lemire;
- (8) Heather McIntosh;
- (9) Sophia Munawwar;
- (10) Sindhu Nair;
- (11) Kim Perro;
- (12) Kim Petersen;
- (13) Kim Reid;
- (14) Phillip Rennison; and
- (15) Murray Theriault.

b. The following people were also acclaimed through proxy, as presented by the Chair, Phillip Rennison, to the 2019-2020 SSC committee by the membership of the Annual General Meeting

- (1) Maureen Hamilton; and
- (2) Bert Veldman.

9. **Adjournment of the AGM.** The AGM was concluded, and all attendees not elected into the new 2019-2020 committee were asked to leave. A five-minute recess was taken to prepare for the election of new committee members.

10. **Meeting of the new SSC and Election of positions.** Meeting of the new 2019-2020 SSC Committee to Elect Executives and Directors. The following people were elected to committee positions:

- (1) Director (Canteen & Retail) -- Sindhu Nair: Nominated by Kathleen Lemire, accepted nomination; acclaimed.
- (2) Director (Volunteer Coordinator) -- Suzie Cloutier: Nominated by Maureen Hamilton- Sirois, accepted nomination; acclaimed;
 - (a) Note: Sophia Munawwar volunteered to fill a Deputy Director (Volunteer Coordinator);
- (3) Director (Public Relations) -- Heather McIntosh: Nominated by Phillip Rennison, accepted nomination; acclaimed;
- (4) Director (Activity Liaison) -- Kim Perro: Nominated by Phillip Rennison, accepted nomination; acclaimed;
- (5) Director (Fundraising) -- Hala Hassan: Nominated by Maureen Hamilton-Sirois, accepted nomination; acclaimed;
- (6) Director (Social Media) -- Twilight Beltrand: Nominated by Phillip Rennison, accepted nomination; acclaimed;
 - (a) Note: Maureen Hamilton has volunteered to assist with this duty as a continuation of her prior experience;
- (7) Treasurer -- Murray Theriault: Nominated by Phillip Rennison, accepted nomination; acclaimed;
- (8) Secretary -- Charles Kerber: Nominated by Murray Theriault, accepted nomination; acclaimed;
- (9) 2nd Vice Chair -- Kathleen Lemire: Nominated by Phillip Rennison, accepted nomination; acclaimed;
- (10) 1st Vice Chair -- Maureen Hamilton- Sirois: Nominated by Suzie Cloutier, accepted nomination; acclaimed; and
- (11) Chair -- Phillip Rennison: Self Nomination, acclaimed;
 - (a) Note: Mr Rennison has stipulated that he will continue for a term of one year but provide notice that he will be unable to continue in the position after that time.

11. **Closure of the New Committee Meeting.** The new committee meeting was closed at 20:03 hours.

Annexes

Annex A Meeting Agenda

Annex B Detailed 51 Squadron 2018-2019 Activity List

Annex C Financial Report

Annex D Meeting Attendance Sheet

Written by

Approved / Rejected

Charles Kerber
Secretary

Date

Phillip Rennison
Chair

Date

Annex A to
 51 Squadron Sponsoring Committee Meeting
 28 May 2019

Agenda



Agenda

**51 Squadron Sponsoring Committee
 21 May 2019 Committee Meeting
 1900 to 2000 hrs
 (Canadian Aviation and Space Museum: Multi-purpose Room)**

Item	Speakers
1. Call to Order and Approval of Agenda	Phillip Rennison
2. Approval of Minutes – 21 May 2019	Phillip Rennison
3. Chair's Reports for 2018-2019 3.1 Recap of 51 51 Squadron Sponsoring Committee (SSC) events over the past year	Phillip Rennison
4. Treasurer's Report for 2018-2019 4.1 Monies allocated / Spent by Program	Phillip Rennison
5. Results of the 2018-2019 Program 5.1 Awards and Medals Issues 5.2 Discussion on supported cadet programs 5.2.1 Air Studies (Jr and Sr) 5.2.2 Band 5.2.3 Biathlon 5.2.4 Drill Team 5.2.5 Marksmanship	Phillip Rennison
6. Donations and fundraising results for 2018-2019	Phillip Rennison
7. Recognition of Past SSC Members/Volunteers	Phillip Rennison
8. Election of SSC Membership 8.1 Explanation of Election Process 8.2 Explanation of SSC Roles 8.3 Election of 2019-2020 SSC Membership	Marie Christine Lalonde
9. Adjournment of AGM	Phillip Rennison
10. Meting of new SSC Members 10.1 Election of members to SSC positions	Marie Christine Lalonde

Annex B to
51 Squadron Sponsoring Committee Meeting
28 May 2019

Detailed 51 Squadron 2018-2019 Activity List

Activity	Date	Staff/Cadet OPI	SSC Support Lead(s)
NCO/Staff Welcome Back	28 Aug	Capt Broeders	n/a
Welcome Back BBQ	4 Sep	SSC	Chair / Maureen
Recruit Night Presentations	4 Sep	CI Lemieux Melissa	Chair
Sports/Fitness Night	11 Sep	Lt Wood	n/a
Aero Gatineau-Ottawa Air Show	15 Sep	Lt(N) Harquail / FSgt Rennison	Chair
NCO-Day	16 Sep	Cancelled due Facilities	n/a
Battle of Britain Parade	16 Sep	CI Emard	n/a
Ottawa Valley Regional ACL League Mtg	18 Sep	ACL Regional Coordinator	Chair / Sqn ACL Advisor
Gliding Familiarization (Smith Falls)	22 Sep	Cancelled due Winds	n/a
Army Run	23 Sep	Cancelled due Coordination	Chair
First SSC Monthly Mtg	25 Sept	n/a	Chair / Secretary
Fall FTX (Camp Cadou)	28-30 Sep	CI Lemieux Melissa	Chair / Sue B
ACL Provincial Annual Congress	28-30 Sep	FSgt Rennison	Chair
MFRC Welcome Day at the Aviation Museum	30 Sept	WO2s Mathieu / Roussel	Maureen / Emilia
First SSC Exec Monthly Mtg	13 Oct	n/a	Chair / Secretary
Walk-a-thon	13 Oct	CI Emard	Secretary / Chair
AAA Career Expo	14 Oct	Lt Tai / FSgt Rennison	Chair
Junior's Power Familiarization (Rockcliffe)	20 Oct	Lt Wood / FSgt Rennison	Chair
Gliding Familiarization (Smith Falls)	27 Sep	Lt Wood	n/a
Poppy Sales	27 Oct-10 Nov	Lt(N) Harquail	Suzie
CASM Remembrance Day	04 Nov	Maj Moo Sang	n/a
Candlelight Ceremony War Museum	05 Nov	CI Desrosiers	n/a
Gloucester Adult Ctr Remembrance Day	08 Nov	Maj Moo Sang	n/a
Vanier Legion Remembrance Day	11 Nov	Maj Moo Sang	n/a
Senate Remembrance Ceremony	Nov	Cancelled or not scheduled	n/a
Zone Night Flight	17 Nov	Cancelled due Coordination	n/a
Santa Toy Parade	17 Nov	CI Lemieux Mathieu	n/a
Power Familiarization (Rockcliffe)	18 Nov	Lt Wood / FSgt Rennison	Chair
Orleans Parade of Lights	24 Nov	CI Lemieux Mathieu	n/a
Fall Tag Day	24 Nov	CI Desrosiers	Hala / Chair
NCO Half-Day	25 Nov	Capt Broeders	n/a
Holiday Gift Exchange/Dinner/Dance	1 Dec	SSC	Vice-Chair / Maureen
Tag-Days Reward Pizza Dinner	4 Dec	Cancelled or not scheduled	Kathleen
Regional Level 5 Workshop	8 Dec	Lt Granados	n/a
Regional Tri-Service Senior Mess Dinner	8 Dec	Capt Savard (632Sqn)	Chair / Maureen
Wreaths Across Canada	Dec	Cancelled or not scheduled	n/a
Walkathon Reward Pizza Dinner	14 Dec	Maj MooSang	Kathleen
Archery Tag	15 Dec	Capt Alle (75Sqn)	n/a
Global Affairs Kid Xmas Party	24 Dec	Cancelled due Interest	n/a
NHL Senators Game	06 Jan	Lt(N) Harquail	n/a
Power Familiarization (Rockcliffe)	13 Jan	Lt Grandos / FSgt Rennison	Chair
Regional Biathlon Competition	26-27 Jan	CI Hurley	Secretary
National Summer Training Exams/Interviews	2 Feb	Capt Broeders	Sqn ACL Advisor
Provincial Biathlon Competition	15-17 Feb	CI Hurley	n/a
Regional Winter FTX	15-17 Feb	2Lt Wood	n/a
Sqn Effective Speaking Competition	19 Feb	2Lt Wood	Francois
Skating on the Canal	23 Feb	CI Desrosiers	Both Vice

Regional Effective Speaking Competition	24 Feb	211 Sqn / Lt Granados	Maureen
Swimming / Wave Pool	26 Feb	Capt Broeders	Chair
Power Familiarization (Rockcliffe)	2 Mar	2Lt Wood / FSgt Rennison	Chair
Senior NCO Half-Day	3 Mar	Capt Broeders	n/a
National Biathlon Competition	5-10 Mar	CI Hurley	n/a
Regional Marksmanship Competition	16 Mar	Capt Olson / Maj Nielsen	Louis / Danielle
Senior's Mess Dinner	22 Mar	Lt Tai / WO2 Carter	Chair
Eastern Region Cadet Music Festival	22-24 Mar	CI Lemieux Mathieu	n/a
First Aid Course	30-31 Mar	CI Lemieux Mathieu	Kathleen
Regional Power Familiarization (Carp)	6 Apr	Cancelled due Weather	n/a
Regional Gliding Program Training	6 Apr	Capt Carter (other Sqn)	n/a
Regional Excalibur Games	6-7 Apr	Capt Forget (other Sqn)	n/a
Marksmanship Sleepover	6-7 Apr	Capt Olson / Maj Nielsen	n/a
Election Training Night	9 Apr	Capt Broeders / FSgt Sirois	n/a
Eastview Legion District G Convention	12-14 Apr	Lt(N) Harquail	n/a
Provincial Marksmanship Competition	12-14 Apr	Capt Olson / Maj Nielsen / CI Lemieux Melissa	
Sqn Drill Competition	23 Apr	Lt Wood / CI Lemieux Melissa	n/a
Sqn Drill Competition Reward Activity - Laser Tag	25 Apr	Capt Broeders	n/a
Marksmanship Leadership Boot-Camp (Montreal)	26-28 Apr	Capt Olson / Maj Nielsen	n/a
Regional Band & Drill Competition	27 Apr	Postponed due Weather	n/a
Ottawa Valley Regional ACL League Mtg	27 Apr	Postponed due Weather	ACL Advisor + 2nd Vice
Rockcliffe Flying Club Girls Fly	27 Apr	Cancelled due Weather	n/a
Spring Tag Days	27-28 Apr	CI Desrosiers / Capt Massicotte	Chair+Hala+all volunteers
Tri-Squadron Band Performance	03 May	Cancelled due Program	Chair+Treasurer
Music Level Exams	05 May	CI Lemieux Mathieu	n/a
Battle of Atlantic Ceremony	05 May	Lt(N) Harquail	n/a
National Marksmanship Competition	5-10 May	Capt Olson / Maj Nielsen?	n/a
Photo Night	7 May	Capt Broeders	Kathleen
Senior Promotion Boards (Pt 1)	7 May TBD	Cancelled, not required	TBD
Silent Auction/Dinner/Dance	11 May	Capt Olson	Both Vice + Suzie
Regional Drill Competition (retake)	13 May	CI Lemieux Melissa / Lt Wood	n/a
Tag Day Reward Pizza Dinner	15 May	Maj MooSang	Kathleen/Sindhu
Senior Promotion Boards (Pt 2)	15 May	Cancelled, not required	TBD
Power Familiarization (Rockcliffe)	18 May	2Lt Wood / FSgt Rennison	Chair
Senior Promotion Boards (Pt 3)	21 May	Maj MooSang / Capt Broeders	Hala
Photo Night Retakes	21 May	Capt Broeders	Kathleen
Gliding Familiarization (Smith Falls)	25 May	Capt Broeders / Lt Granados	n/a
SSC AGM & Elections	28 May	Regional ACL Advisor	Chair
Final CO's Parade (annual promotions)	28 May	Capt Bergeron / Maj Moosang	Chair
CO / TrgO Conference	1-2 Jun	Capt Bergeron / Capt Broeders	n/a
Spring FTX (Lietrim)	31 May-2 Jun	Lt Granados	Sue Blackie / Murray+Tasha
Provincial Band Competition	02 Jun	Cancelled, not competing	n/a
Provincial Drill Competition	02 Jun	CI Lemieux Melissa / Lt Wood	Chair
Sports/Fitness Night	04 Jun	CI Desrosiers	n/a
Year-End Trip (Montreal)	8-9 Jun	Lt Tai / Capt Broeders	Chair+Treasurer / Kim Perro
Sqn Annual Ceremonial Review	11 Jun	Lt Ching	Kathleen
Obstacle Course / Marksmanship Day	15 Jun	Cancelled site unsuitable	n/a
Ottawa Valley Regional ACL League Mtg	TBD	Regional ACL Coord	ACL Advisor + 2nd Vice
ACL Partnership Training	TBD Jun	ACL Regional Coordinator	all new SSC Members
Ministry of Public Safety Fundraiser	28 Jun TBC	Cpl Petersen + 1	Treasurer + Kim P

Annex C to
51 Squadron Sponsoring Committee Meeting
28 May 2019

Financial Report

Budget Tracker (compares budgetted items against actual expenses)

Expense Items				Fill in your estimated budget in this column.		
ACC Description	ACC-9 ID	Expenses	Details (examples)	Budget (this year)	Actuals (this year)	Difference (red - over) (black - under)
Administration & Operating Expenses	5010 1(a)	Administration & Office Supplies	Admin Supplies Toner/Ink Paper Rolling Table & Printer for Admin O (\$400)	\$ 1,600.00	\$ 981.53	\$618.47
	5020 1(b)	Ofc Equipmt, Computers, Software, etc.	Treasurer Laptop USB Keys	\$ 700.00	\$ 778.18	(\$78.18)
	5030 1(c)	Sqn Quarters Rental and/or Mortgage Costs (incl Mortgage Interest)	Dymon Storage Fee	\$ 3,900.00	\$ 4,309.74	(\$409.74)
	5040 1(d)	Sqn Quarters Expenditures - Maintenance, Repairs, Expansion, etc	Supply shelving Repairs	\$ 25.00	\$ 50.97	(\$25.97)
	5050 1(e)	Utilities/Telephone/Internet/ PO Box Rental	Post Office (\$300) Website (\$440) Postage (\$100)	\$ 840.00	\$ 777.55	\$62.45
	5060 1(f)	Committee/Staff AGM & Mtg Attendance	3x adult; 2xcadet (bilingual)	\$ 700.00	\$ 591.14	\$108.86
	5070 1(g)	Committee/Staff Accoutrements and other such	Volunteer Nametags Sqn Pins (\$1,000) (new idea)	\$ 1,200.00	\$ 993.14	\$206.86
	5080 1(h)	Recruiting, PR, Publicity, Image, Parents Handbooks and such	Advertising Newspaper Ads	\$ 300.00	\$ -	\$300.00
	5090 1(i)	Annual Provincial Committee Assessment	168 cadets @ \$75 ea	\$ 12,600.00	\$ 12,600.00	\$0.00
	5100 1(j)	Air Group, Air Wing Dues and such	Regional Assessment	\$ -	\$ -	\$0.00
	5110 1(k)	Bank Charges, Fees, Cheques Printing, Investment Charges, etc.	Monthly Bank Fees Returned cheque fees	\$ 300.00	\$ 43.70	\$256.30
	5120 1(l)	open Cat - insert name in Rev Jml disponible - insérez le titre dans le Journal Revenue			\$ -	\$0.00
Squadron/Cadet Activities Expenses	5310 2(a)	DND ASR Supported Trg/Activities Outlays	FTX (x2) FTX capital purchases (\$1,000)	\$ 10,000.00	\$ 4,519.80	\$5,480.20

5320 2(b)	Band Equipment, Accessories, Maintenance & Music Program	Band (\$8,250) o Start Yr Maintenance (\$1,250) o End Yr Maintenance (\$1,500) o New Instruments (\$5,000) o Consumables (\$150) o Repairs (\$200) o Trg aids (\$100) o Meals (\$150)	\$ 8,350.00	\$ 4,891.50	\$3,458.50
5330 2(c)	Sports & Phys Ed Related Activities	Drill Comp Prize (\$200) Skating (\$300) -Swimming (\$500) Bowling (\$600)	\$ 1,100.00	\$ 608.25	\$491.75
5340 2(d)	Flying and Gliding related outlays	Academic Supplies (\$1,250) -Medicals (\$500 - moved to #5840) Famil Flights (\$6,000)	\$ 7,250.00	\$ 7,367.61	(\$117.61)
5350 2(e)	Training Equipment, Manuals & Durable Supplies	FTX Supplies (\$1,000) Speaker/Mic (\$250) Misc (\$600)	\$ 1,850.00	\$ 671.50	\$1,178.50

5360 2(f)	Other Non-DND Supported Trg/Activities Outlays	YET (\$15,000) Airshow (\$200) Tri-Service Mess Dinner (\$150)	\$ 15,650.00	\$ 50.00	\$15,600.00
5370 2(g)	Sqn level Insurance	Insurance through League	\$ 550.00	\$ 533.42	\$16.58
5380 2(h)	Volunteer Registration & Screening Costs	Police Checks	\$ -	\$ -	\$0.00
5390 2(i)	Honours & Awards, Including Prizes, Bursaries, Grants, etc.	Annual Trophy costs Engraving costs Scholarships	\$ 1,200.00	\$ 432.26	\$767.74
5400 2(j)	Annual Ceremonial Review	Annual Displays Annual Review Programme printing	\$ 1,000.00	\$ -	\$1,000.00
5410 2(k)	Cadet Banquets and Special Events	+Welcome BBQ (\$850) Christmas Dinner & Dance (\$1,500) Snr Mess Dinner (\$4,000)	\$ 6,350.00	\$ 5,832.08	\$517.92
5420 2(l)	Cadet and Ceremonial Accoutrement (name tags, flags, etc)	Drill Team (\$1,000) o Gloves (\$180) o White Lanyard Cord (\$420) o Polishing Stock (\$200) o Meals (\$200) o Prizes (\$0) Medals/Mounting (\$200) Name Tags (\$600)	\$ 1,800.00	\$ 642.90	\$1,157.10

	5430 2(m)	Biathlon Marksmanship	Biathlon (\$3,550) o Ski Center Team Pass (\$75) o Wax (\$300) o Prone Cuff Material (\$120) o Replacement Equipment (\$2,855) o Meals (\$200) Marksmanship (\$2,550) o Butt plates (\$0) o Jackets (\$1,165) o Embroidery (\$0) o Scope (\$0) o Tripod (\$75) o Rifle Stand (\$500) o Building Materials (\$250) o Petrol (\$0) o Membership Fees (\$310) o Tape (\$30) o Eyelets (\$20) o Dry Markers (\$0) o Meals (\$200)	\$ 6,100.00	\$ 4,889.37	\$1,210.63
	5440 2(n)	Pipe & Drums		\$ 700.00	\$ -	\$700.00
Fund Raising Expenses	5610 3(a)	Tagging Expenses	Tags (\$250) Prizes (\$400) Trays (\$100) Lollipops (\$100) Printing (\$50) Misc (\$100)	\$ 1,000.00	\$ 511.12	\$488.88
	5620 3(b)	Fund Raising Expenses (excluding Tagging & elsewhere reported)		\$ -	\$ -	\$0.00
	5630 3(c)	Prov Committee Lottery Payments and Expenses	L'Auto Cadet tickets	\$ -	\$ -	\$0.00
	5640 3(d)	Canteen Supplies Expenses paid (incl thru advances/floats)	Canex Purchases + Maybe buy food for interviewees	\$ 200.00	\$ 25.46	\$174.54
	5650 3(e)	Bingo and/or Casino and/or Break Open Tickets Expenses		\$ -	\$ -	\$0.00
	5660 3(f)	Spaghetti Dinner Fundraiser		\$ 1,500.00	\$ 680.19	\$819.81
	5670 3(g1)	Walkathon Expenses	Permit (\$900) BBQ (\$800)	\$ 1,700.00	\$ 1,697.00	\$3.00
	5680 3(g2)	open Cat - insert name in Expenses JrnI		\$ -	\$ -	\$0.00
Other Expenses	5810 4(a)	Travel Expenses (not entered elsewhere)	Competition Travel [2nd coach] (\$1,000) Glider Bus Fee (\$700) Misc (\$100)	\$ 1,800.00	\$ 63.55	\$1,736.45
	5820 4(b)	Sqn Logo Clothing & other Sales items		\$ 1,100.00	\$ 1,378.00	(\$278.00)
	5830 4(c)	Brent Banyard Memorial Scholarship		\$ 500.00	\$ -	\$500.00
	5840 4(d)	National Course Fees	Medicals (\$640) TC Licensing/Exams (\$425) IACE Clothing (\$400)	\$ 1,465.00	\$ 765.00	\$700.00
	5850 4(e)	open Cat - insert name in Rev JrnI disponible - insérez le titre dans le Journal Revenue			\$ -	\$0.00

	5860 4(f)	open Cat - insert name in Rev Jrnl disponible - insérez le titre dans le Journal Revenue			\$ -	\$0.00
	5870 4(g)	open Cat - insert name in Rev Jrnl disponible - insérez le titre dans le Journal Revenue			\$ -	\$0.00
	5880 4(h)	Other Expenses (Must not be Excessive)	2018 YET (cheque redo)		\$ 9,231.14	(\$9,231.14)
Sub-Total		Actuals		\$ 93,330.00	\$ 65,916.10	
				This Year's Budget Expenses		

Income Items						
ACC Description	ACC-9 ID	Income	Details (examples)	Budget (this year)	Actuals (this year)	Difference (red - under, blackover)
Donations, Grants & Other Such Income	4010 1(a)	From Official Sponsor(s)		\$ -	\$ -	(\$0.00)
	4020 1(b)	From Non-Sponsor Veterans Organizations & their Auxiliaries		\$ 10,000.00	\$ 12,500.00	\$2,500.00
	4030 1(c)	Donations - United Way		\$ 1,800.00	\$ 1,915.30	\$115.30
	4040 1(d)	Donations - other		\$ 1,820.00	\$ 1,819.86	(\$0.14)
	4050 1(e)	Bequests and Such	Banyard Memorial	\$ 500.00	\$ -	(\$500.00)
	4060 1(f)	Other Non-Tax Received Donations			\$ 1.03	\$1.03
	4070 1(g)	Other Tax Received Donations (Only if Registered Charity)			\$ -	(\$0.00)
	4080 1(h)	open Cat - insert name in Rev Jrnl disponible - insérez le titre dans le Journal Revenue			\$ -	(\$0.00)
Gaming Fund Raising	4210 2(a)	PC Lottery/ Raffle Sales Income			\$ -	(\$0.00)
	4220 2(b)	PC Lottery/ RaffleShare (ie share received/returned from PC level)			\$ -	(\$0.00)
	4230 2(c)	Sqn Lottery/ Raffle			\$ -	(\$0.00)
	4235 2(d)	Bingo Income			\$ -	(\$0.00)
	4240 2(e)	Casino Income			\$ -	(\$0.00)
	4250 2(f)	BreakOpen Tickets Income			\$ -	(\$0.00)
	4260 2(g)	open Cat - insert name in Rev Jrnl disponible - insérez le titre dans le Journal Revenue			\$ -	(\$0.00)

	4270 2(h)	open Cat - insert name in Rev Jnl disponible - insérez le titre dans le Journal Revenue			\$ -	(\$0.00)
	4280 2(i)	open Cat - insert name in Rev Jnl disponible - insérez le titre dans le Journal Revenue			\$ -	(\$0.00)
Other Fund Raising Activities	4410 3(a)	Annual Banquet Ticket Sales and Such			\$ -	(\$0.00)
	4420 3(b)	Tagging	1 Day Fall 2-3 Days Spring	\$ 15,000.00	\$ 17,701.03	\$2,701.03
	4430 3(c)	Clothing Deposits		\$ 1,100.00	\$ 2,340.00	\$1,240.00
	4440 3(d)	Walk-a-thon		\$ 15,500.00	\$ 15,486.02	(\$13.98)
	4450 3(e)	Special Fundraising for YET	Spag Dinner Entrance (\$1,500) Auction Revenue (\$1,500)	\$ 3,000.00	\$ 3,912.00	\$912.00
	4460 3(f)	Walkathon Refund		\$ 600.00	\$ 600.19	\$0.19

	4470 3(g)	Marksmanship bake sale			\$ 83.60	\$83.60
Miscellaneous	4610 4(a)	GST Rebate (Only if Registered Charity)		\$ 4,000.00	\$ -	(\$4,000.00)
	4620 4(b)	Money Collected for Activities (e.g. ski trip, yearend trip, etc.)	Xmas Dinner (\$885) Mess Dinner (\$700)	\$ 1,585.00	\$ 1,785.00	\$200.00
	4630 4(c)	Refunds (from School Board and Others)	Reclaimed canceled cheques	\$ 100.00	\$ 10,795.73	\$10,695.73
	4640 4(d)	Canteen Proceeds		\$ 3,300.00	\$ 1,557.40	(\$1,742.60)
	4650 4(e)	Sale of Sqn Logo Items, Drill Manuals and Such		\$ 200.00	\$ 63.00	(\$137.00)
	4660 4(f)	Bank and Investment Interest/ Income		\$ 60.00	\$ 37.99	(\$22.01)
	4670 4(g)	Money Collected for YET	90 cadet participants; no cost to supporting staff (was \$9,000)	\$ 4,500.00	\$ 3,926.00	(\$574.00)
	4680 4(h)	GST Rebate Backlog		\$ 8,000.00	\$ 12,192.05	\$4,192.05
DND Funding & Recoveries	4810 5(a)	(LSA) Local Support Allocation - Admin	Training Allocation (Admin, etc.) (was \$6,700)	\$ 11,462.00	\$ 6,128.31	(\$5,333.69)
	4820 5(b)	Local Support Allocation - Optional Training	Training Allocation (Bush, CO's des) (was \$17,700)	\$ -	\$ 2,785.19	\$2,785.19
	4830 5(c)	(MCP) Regular Training & Travel Recoveries	MCP (was zero)	\$ 19,979.00	\$ 16,978.07	(\$3,000.93)
	4840 5(d)	Consumable or other Recoveries from DND	Internet (CDT-135 submitted every 3 months)		\$ -	(\$0.00)
	4850 5(e)	open Cat - insert name in Rev Jnl disponible - insérez le titre dans le Journal Revenue			\$ -	(\$0.00)

Sub-Total	Actuals	\$ 102,506.00	\$ 112,607.77
		This Year's Budget Income	

Annex D to
 51 Squadron Sponsoring Committee Meeting
 28 May 2019

Meeting Attendance Sheet


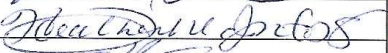

Attendance

51 Squadron Sponsoring Committee
 28 May 2019 Annual General Meeting

Canadian Aviation and Space Museum



Attendee	Signature
Phillip Rennison (Chair)	
Maureen Hamilton-Sirois (1 st Vice Chair & Dir – Social Media)	
Murray Theriault (2 nd Vice Chair)	
James Farrell (Treasurer)	
Charles Kerber (Secretary)	
François Trépanier (Director - Public Relations)	
Suzie Cloutier (Director - Volunteer Coordinator)	
Hala Hassan (Director - Fundraising)	
Sindhu Nair (Director - Canteen and Retail)	
Kathleen Lemire (Director – Activity liaison)	
Marie Christine Lalonde (Regional League Coordinator)	
Rick Brooks (Squadron League Advisor)	
Abdoul Ba	
Twilight Beltran	
Sue Blackie	
Azza Elhad	
Sherry Hobbs	
Sophia Munawwar	
Kim Perro	
Louis Poisson	
Danusia Robaszewski	
Francois Roussel	
Kadiatou Sao	
Emilia	
Bert Veldman	
Milgo Yusuf	
MOÏSE SANON	
YENPABOU ROLOUND GRANGOU	
Kim Reid	
Eileen Daniels	

Attendee	Signature
Captain Michel Burgeron (Commanding Officer)	Present
Major Marc Moo Sang (Deputy Commanding Officer)	
Warrant Officer 1st Class Zoë Mitchell (Cadet Squadron Commander)	
Alain Brailo	
Heather McIntosh	
Kim Petersen	
DANIELLE BELANGER	Danielle Belanger
Fatema Dhair	