



51 Canada Aviation and Space Museum Air Cadet Squadron

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

613.742.5151
www.51aircadets.ca



Committee Meeting Minutes **21 May 2019: 1835 to 1940 hours**

COMMITTEE PRESENT:

Phillip Rennison (Chair)
Maureen Hamilton-Sirois (1st Vice Chair & Director – Social Media)
Murray Theriault (2nd Vice Chair)
James Farrell (Treasurer)
Charles Kerber (Secretary)
Suzie Cloutier (Director - Volunteer Coordinator)
Kathleen Lemire (Director – Activity Liaison)

Captain Michelle Bergeron (Commanding Officer)

VOLUNTEERS PRESENT:

Twilight Beltran
Sue Blackie
Kim Perro
Louis Poisson
Bert Veldman

REGRETS:

Hala Hassan (Director - Fundraising)
Sindhu Nair (Director - Canteen and Retail)
François Trépanier (Director - Public Relations)
Marie Christine Lalonde (Regional League Coordinator)
Rick Brooks (Squadron League Advisor)
Warrant Officer First Class Zoë Mitchell (Cadet Squadron Commander)

-
1. **Introductions.** The Chair welcomed everyone to the meeting and highlighted that this would be the last regular meeting prior to the Annual General Meeting and executive Elections

which would be held next week, Tues, 28 May 19. The Chair identified that we had seven voting members; quorum declared.

2. **Agenda.** A change to the agenda was put forward to remove 3.3 SSC Elections, as this would be addressed later in the evening. The revised agenda is recorded at Annex A. A motion to accept the revised agenda was raised by James Farrell, seconded by Maureen Hamilton-Sirois; agenda was **approved as revised and adopted**.

3. **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 Kathleen Lemire, and seconded by Bert Veldman; the minutes were **approved as revised**.

4. **Chair's Report.**

- Points from Monthly Exec Mtg (07 May). Meeting was moved due to conflicts with other scheduled events. The Chair thanked the members of the executive for their flexibility.
 - i. Year End Trip (YET) (08-09 Jun)
 - **Accommodations.** There was an unexpected cancellation of the 51 Squadron accommodations booking with St-Jean. A new location has been found, however this location has no beds; this will necessitate the cadets to bring in overnight camping supplies. The space booked is a building (dry space) and will have washrooms and showers. The Cadet staff have accepted the limitations and will be able to support this. Potential use of the base facilities for breakfast is under discussion.
 - **Transportation.** Bus transportation has been arranged, and the schedule will be given after tonight, once staff feedback is obtained.
 - **Meal Plan.** We have not yet finalized the booking for meals; planners are awaiting the last permission forms which should be in this evening. This is to address (concerns about meals allowed for ethical and religious observances.
 - **Participant Data.** As we are still awaiting the final permission forms, the team will need to finalize for tomorrow the numbers of male and female for facilities. The Chair thanked the 2nd Vice Chair for all the work in organizing and entering the participant data which will be used for site accesses and planning. It was noted that a staff listing is also needed for site access.
 - a. **Action Item.** The 2nd Vice Chair will collect the information from staff this evening.

- Annual Ceremonial Review (ACR) (11 Jun). This year's ACR will be executed on a regular Tuesday evening. This is a change, as the ACR will not be held on a weekend, which is not how it was traditionally done. To compensate for the evening parade, which will have less time available, this will result in many of the awards being issued next week, thus reducing the number of items on the ACR.
 - i. **Unit Pins (April Action Item)**. The committee was advised that the executive had taken the decision that all cadets attending the ACR will receive a unit pin at no cost. The Chair noted that no objection had been raised from the CO and that this has been taken as permission for the SSC to proceed with issuing the pins.
 - ii. **Award Prizes**. As mentioned earlier, a number of honours, awards, qualification badges, and recognition of excellence will be presented to the cadets; promotions will also be performed. The CO had indicated that promotions will be done at ACR to avoid attendance issues as more cadets attend normally when promotions are being announced. The Chair noted that the SSC retains a large number of prizes, many of which are time limited for use, and all of which were donated as part of sponsorships. The Chair had proposed that the SSC present these prizes to the cadets to allow them to make use of them prior to the summer, after which some expire. It was noted that the CO was approached on this topic, with points having been asked on the overall cost to the SSC; no further inputs had been received from the CO on awards. If accepted, the proposal would, this year, have the SSC ensure that all recipients of honours, awards, and recognition of excellence (best junior cadet, most improved cadet, etc...) will also get a prize on top of the award. It was noted that this may set expectations for future years, but the Chair has indicated that this is a good initiative, while acknowledging that this may require additional effort from future committees if it is to continue. After discussion, the general consensus was that the risk of expectation should not detract from the fact that there is a current supply of prizes, which should not be denied to the cadets just for fear of future work. There was some discussion that an award would be a motivation for future performance, but a counterpoint was raised that it may diminish the award as well as the award may seem secondary to the prize. While the risk of minimization is a concern, it was decided that there is sufficient reason to be generous with the awards as a motivator as this was seen as a more powerful factor for the cadets.
 - iii. **Reception**. Following the ACR parade, there will be a small reception. This will be coordinated with the Squadron Staff. Lead for this is Kathleen Lemire, who confirmed that she has a budget which she feels it is sufficient for fresh baked goods and drinks as part of the reception.
 - iv. **Invitee List**. A list of invitations have been put forward from the Squadron Staff, however the Chair highlighted that sponsors and other VIPs may

need to be added as they are often not known to the Squadron Staff; the Chair noted that there is a need to identify what sponsors contributed enough to merit an invitation.

- **Action.** A Sponsor and VIP list will be coordinated by the Chair, with input from Murray Theriault and François Trépanier, which will be given to the Squadron Staff as recommendations for inclusion.
- Recent Activities – Lessons Learned
 - i. Spaghetti Dinner (11 May). The overall event was deemed to have went very well. Several minor observations were noted, such as the need to have switch for lights and to have access to fans for air movement. It was noted that there is a need more baskets in place of just the auctions. The use of hand stamps was a good thing for allowing personnel to come and go from the hall; this was necessary for people to get air when they were too warm. Ticket for the first, included, drink worked very well; free water should be provide, however, all through the night. As a fundraising opportunity, it was noted that the canteen should be available from the start of the evening; many cadets wanted drinks/snacks prior to the meal (who knew kids ate that much). Having recycling set up at the start was recommended to support environmental aims of the cadet program. To also address the heat and air flow issues, it was recommended that we add a door stop to keep door open. Finally, it was noted that the caterer worked out very well.
 - ii. Spring Tag Day results (27-28 May). Overall this was a very successful fundraiser and made a record income for the committee. The most visible observation for the coordinators was that we need to contact the parent site supervisors the day(s) prior to the activity; some did not show or misunderstood the responsibility. It was also observed that the Eventbrite notification reminder was an issue for some people because it reminded them for the weekend, but not the specific event. There were several instances of a need for clarification as the Eventbrite indicated an activity for the day, which started for all actions at 5AM in the system. After discussion, the conclusion was that there is no ideal way of doing scheduling, but Eventbrite was the best found so far. During the event, some cadets took multiple shifts, which is a positive form of service, however, having cadets do multiple shifts in a row was tiring for them. While the cadets were advised to bring food and water for longer periods, it was noted that site and area supervisors needed to step in more to address cadets who were unprepared. At three sites, the committee set up banners, which worked well, and we are looking at getting more banners for future events. Finally, the use of Eventbrite six weeks prior to the event was a good idea; resulting subscription to shifts

was good, and early, and allows staff to address vacancies two 2 weeks prior.

- iii. Familiarization Flying (18 May). Last weekend was the last familiarization flying of the year. There were more cadets signed up than in past. There were some that showed up without signing up, but that was not supportable in some cases. One cadet was dropped off at the CASM and had to have some support for transport. Late cadets were an issue for flight line safety, but was a first ever instance of this type of problem.
- SSC Elections. Next week, 28 May, will be the Annual General Meeting (AGM) followed by the election of executives for next year's committee. People can self-nominate to get on the board during the AGM. The board then sits to nominate and elect people to specific positions. The Chair encouraged people to bring a friend. The Squadron League Advisor, Rick Brooks, would normally come to invigilate, but may be represented by another member of the League this year.
- Army Run. A proposal has been put forward for 51 CASM Air Cadets to set up a cheering station during this year's Army Run. The Squadron did not participate last year, however, past attendance was enjoyed by the cadets. The Band Officer has expressed interest in possibly having the band attend and perform. While not guaranteed, this could generate some monies as an official contributor to the event. If band does participate, any monies can be dedicated to the band program as it is beyond the normal funding. Also, if participating, this may be member of the band from 51 CASM Air Cadets, or from the joint band; TBD.
- Special Aviation Committee Update. The Chair attended meetings via remote conference, however limited progress has been made and there is nothing to report. The committee continues to look at options and discuss with DND.

5. **1st Vice Chair's Report.**

- Lessons Learned from last month's activities
 - i. Unit Photos (07 May). Noting to report at this time.
- YET Clothing Order. The 1st Vice Chair has been corresponding with our supplier for this years order; the lead from the company had been unavailable for a few weeks, however, everything has now been ordered. The order will be ready by the 30th of May. Despite the delay the order is all on track and on budget. The YET clothing is a Golf shirt with the Squadron logo. The 1st Vice Chair will check in periodically over the next week to ensure the order delivery is on track.
- Clothing Order Final Report. While support has been good this year, for due diligence, the 1st Vice Chair will look at other clothing vendors over the summer for next year to see what else is available for possible options and costs.

- Squadron Banner for next year. The 1st Vice Chair has received information from Chair on various options for new banners and she will look into options over the summer; she will speak with several providers. It was again noted that the banners had worked out well at tag day.
- Card. The wife of the Squadron League Advisor, Rick Brooks, had a major surgery recently; She has been a long time supporter of the Squadron and continues to support events such as the Tag Day. A Card will be passed around for all members to sign. The 1st Vice Chair will manage the card.

6. **2nd Vice Chair's Report.**

- Lessons Learned from last month's activities
 - i. Silent Auction (11 May). Spreadsheet for all contacted groups is now recorded for next year. Value of auction items vs
 - ii. Letters to Donors. No letters were generated yet, but the 2nd Vice Chair asked if there were any form letters. Chair wants options for who should be given a letter, depending on the value of the
 - Action. Follow up with Francois on the potential letter.
- Survey for next year's programme. The 2nd Vice Chair met with CO last week to discuss moving forward with a survey to cadets on possible options for program changes next year; it is still under work but should go forward soon.

7. **Treasurers Report.** The treasurer reported

- Monthly Finance Update. There was only one outstanding cheque that has not been cashed this month. Only one question remained on items costs on the spaghetti dinner. There was two items of minor corrections made to deposit \$0.10 (bank error) and \$2.00 (left in a bag).
- Inventory Report.
 - i. Added Items. Two things added to the office supplies section of inventory: navigation books and six music accessories (reeds). Discussion on first-aid supplies, no actions needed.
 - ii. Removals. There will be a need to do a new inventory, with the new committee, to refresh the inventory list for any consumable any items which will need to be removed from the inventory report.

8. **Secretary's Report.**

- Correspondence. There was no significant item of correspondence to discuss. It was noted by the secretary that there is not currently a way for leaving mail for

other committee members to pick-up mail when in person meetings are not possible. A mail location at the Cadet Offices was discussed as an option.

- i. **Action.** The Secretary will discuss with the CO a possible location in the cadet office at the CASM to have a mail slot for SSC correspondence.

9. **League Report.** The League report was not available, however, the Chair passed on some information that had been relayed to him.

- Regional AGM Elections. The elections were delayed due to the flooding in Rockland. Elections have not been rescheduled at this time, but no members from the SSC had been submitted as names for regional positions.
- Regional Partnership Training. The annual summer training is now being planned. A date has not yet been announced; this is normally sometime after the elections of new SSC members.

10. **Commanding Officer Report.** The CO reported.

- Past Activities
 - i. Drill Competition. May have tied third. Will not move on.
 - ii. National Marksmanship Competition. Did well and we have the top shot in Canada again. Metals will be next week.
- Upcoming Activities
 - i. Spring Gliding Program. This weekend. Can only bring 30 cadets, priority level I's.
 - ii. Field Training Exercise (FTX) (31May-02 Jun). Starts Friday at CFS Leitrim. Details will be provided and is a mandatory participation for passing the level. They will be advised tonight. Planning is for 150, even though it is mandatory, so we will purchase food based on that. Fall FTX was not mandatory, the spring one had 120ish, and we plan 150, which is bigger than what actually expected. Transport will be provided, but parents to drop off is in the order; some cannot be dropped off, so transport will be needed.
- ACR Planning (April Action Item). Next week is CO's parade. Cadet Comd change parade and promotions for WO's. When back In June the personnel have to pass the fitness testing for promotion which will take place 04 Jun. ACR will be a busy night. There will be mass promotions that will be done on ACR, based on lessons learned that people do not return after promotion. The night after ACR (18th) is only for cadets and parents for summer camps. Only to 8PM; short night.
- Summer Training Update (April Action Item). We have a total of 59 going to summer camps, with 6 to staff cadet locations. Six are national, and 53 to other courses.
- Inventory Summer Storage>Returns (April Action Item). TV is gone now.
- WO2 Interview Process. Boards are going on tonight. There are 5-6 doing the boards tonight. Numbers for promotion will depend on returning next year and

best candidates. There will be 1-2 promotions for WOII. Hala is the committee rep

- Sqn Drill Comp Reward Activity. Laser tag participation for the flight that won the sqn comp. The ones that showed up had fun.
- Rockcliffe - Girls Take Flight. Did not take off, weathered out. Tag weekend and the alt day could not be supported.
- FTX EpiPen (action item). Not an issue in the location due to distance; not at Camp Cadou this year.
- Familiarization Flying – Cadet Qualifications (April Action Item). To be discussed after with the Chair. No report.

11. **Cadet Commanders Report.** Due to the absence of the Cadet Commander there was no report. WOI Mitchell is aging out as of 2 days after the age out.

12. **Committee Reports.** The following committees reported to the executive meeting:

- **Canteen & Retail Director.** Absent. Kathleen indicated trying to clear out to keep it way from the summer. Drinks to ACR. Any leftover will go to storage.
- **Fundraising Director.** Fundraising to be presented to the AGM.
- **Volunteer Coordination Director.** NSTR. No screening submitted. One potential to be addressed.
- **Public Relations Director.** Absent
- **Social Media Director.** Continues to publish. Will monitor summer cadet sites for 51 cadets.
- **Activity Director.** Reviewed upcoming activities.
 - i. Pizza (07 May). Two flights, both close were rewarded. Lots purchased, good deal.
 - ii. FTX Food. OPI given meal order.
 - iii. FTX Camping Supplies. OPI would advise by tonight if there were any items needed. Chair will follow up as time running out.
 - iv. FTX Port-a-Potty. This is a new location and the cost had to be budgeted. This is a trial, but will be significant saving over the camp, but will see how the site does for the years event. The cadet region will normally reimburse.

13. **Chair Sum Up.** If there are any outstanding claims, please submit asap prior to summer quiet period. Chair also looking for a lunch time hot dog cooker, approx. 2 hr work period (11:00-13:00), please send email to the Chair.

14. **Next Meeting.** The general meeting was closed at 1951 hours. The next meetings are scheduled as follows:

- **Annual General Meeting:** Tuesday, 28 May 2019, at 18h30 to be held at the Canadian Aviation and Space Museum.
- **Executive Committee:** Tuesday, 04 June 2019, at 18h30 to be held at the Canadian Aviation and Space Museum.
- **SSC & Snr Potluck:** Tues, 28 May 2019, at 18h30 to be held at the Canadian Aviation and Space Museum.

15. **Adjourn Burt and Jay.**

Annexes

Annex A Meeting Agenda

Annex B Financial Report

Annex C Meeting Attendance Sheet

Written by

Approved / Rejected

Charles Kerber
Secretary

Date

Phillip Rennison
Chair

Date

Agenda

**51 Squadron Sponsoring Committee
 21 May 2019 Committee Meeting
 1830 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 – 23 April 2019	Phillip Rennison
3. Chair's Reports 3.1 Points from Monthly Exec Mtg (07 May) 3.1.1 Year End Trip (YET) (08-09 Jun) 3.1.1.1 Accommodations 3.1.1.2 Transportation 3.1.1.3 Meal Plan 3.1.1.4 Participant Data 3.1.2 Annual Ceremonial Review (ACR) (11 Jun) 3.1.2.1 Unit Pins (April Action Item) 3.1.2.2 Award Prizes 3.1.2.3 Reception 3.1.2.4 Invitee List 3.2 Recent Activities – Lessons Learned 3.2.1 Spring Tag Day results (27-28 May) 3.2.2 Spaghetti Dinner (11 May) 3.2.3 Familiarization Flying (18May) 3.3 Army Run 3.4 Special Aviation Cte Update 3.5 Sqn Banners 3.1 Discussion and Miscellaneous	Phillip Rennison
4. 1 st Vice Chair's Report 4.1 Lessons Learned from last month's activities 4.1.1 Unit Photos (07 May) 4.2 YET Clothing Order 4.3 Clothing Order Final Report 4.4 Squadron Banner for next year 4.5 Discussion and Miscellaneous	Maureen Hamilton-Sirois
5. 2 nd Vice Chair's Report 5.1 Lessons Learned from last month's activities 5.1.1 Silent Auction (11 May) 5.1.2 Letters to Donors 5.2 Survey for next year's programme 5.2.1 Cost Review (April Action Item) 5.3 Discussion and Miscellaneous	Murray Theriault
6. Treasurer's Report 6.1 Monthly Finance Update 6.2 Inventory Report 6.3 Discussion and Miscellaneous	James Farrell
7. Secretary's Report 7.1 Correspondence and Distribution	Charles Kerber

7.2 Discussion and Miscellaneous	
8. League Report 8.1 Regional AGM/Election (delayed) 8.2 Regional Partnership Training (date TBA) 8.3 Discussion and Miscellaneous	Rick Brooks
9. CO's Report 9.1 Past Activities 9.1.1 Drill Competition 9.1.2 National Marksmanship Competition 9.2 Upcoming Activities 9.2.1 Spring Gliding Program 9.2.2 Field Training Exercise (FTX) (31May-02 Jun) 9.3 ACR Planning (April Action Item) 9.4 Summer Training Update (April Action Item) 9.5 Inventory Summer Storage>Returns (April Action Item) 9.6 Familiarization Flying – Cadet Qualifications (April Action Item) 9.7 WO2 Interview Process 9.8 Sqn Drill Comp Reward Activity 9.9 Rockcliffe - Girls Take Flight 9.10FTX EpiPen (action item) 9.11Discussion and Miscellaneous	Captain Michelle Bergeron
10. Cadet Squadron Commanders Report 10.1.1 Discussion and Miscellaneous	WO1 Zoë Mitchell
11. Committee Reports 11.1 Canteen & Retail Director 11.2 Fundraising Director 11.2.1 2018-2019 Fundraising Statistics 11.3 Volunteer Coordination Director 11.4 Public Relations Director 11.5 Social Media Director 11.6 Activity Director 11.6.1 Tag Day Reward Pizza Dinner 11.6.2 FTX Food 11.6.3 FTX Camping Supplies 12. FTX Porta-Potty	Sindhu Nair Hala Hassan Suzie Cloutier François Trépanier Maureen Hamilton-Sirois Kathleen Lemire
13. Next meeting time, date and location 13.1 Special Meeting: SSC Elections – 28 May 13.2 Executive – 04 June 13.3 SSC & Snr Staff Potluck – 14 June 13.4 First Meeting of new Executive - TBA	Charles Kerber
14. Adjournment	Phillip Rennison

Note: While Elections for the 2019-2020 Squadron Sponsoring Committee will be held 28 May 2019, the new committee will not assume responsibilities until 01 July 2019, permitting a one month turn-over period.

Note: The Chair and the executive would like to thank all members of the committee, the volunteers, interested parents, community leaders, and local businesses for their generous support and interest in advancing the lives of the young members of our community through their support.

Annex B to
 51 Squadron Sponsoring Committee Meeting
 19 March 2019

Financial Report

51 Canada Aviation and Space Museum Air Cadet

Monthly Financial Transactions for:

May 2019

			Total Month's Revenue	Total Month's Expenses
			\$ 21,433.24	\$ 8,150.60
Ref # or Chq #	Details	Date	Revenue	Expenditure
70	YET (20190412050639662071)	12-Apr-19	\$ 50.00	
71	Mess Dinner - Cash	15-Apr-19	\$ 20.00	
72	Squadron Wear - Cash	15-Apr-19	\$ 80.00	
73	YET - Cheque Deposit	15-Apr-19	\$ 200.00	
74	YET - Cash	15-Apr-19	\$ 650.00	
75	Spaghetti Dinner Tickets (e-transfer: 20190416160705662063)	16-Apr-19	\$ 50.00	
76	YET (20190424172457662673)	24-Apr-19	\$ 50.00	
77	Name Tags - Cash	30-Apr-19	\$ 63.00	
78	Canteen	30-Apr-19	\$ 716.35	
79	Tag Day deposit (\$27 USD)	30-Apr-19	\$ 35.19	
80	Bank Interest	30-Apr-19	\$ 6.15	
81	CDT-135-159 [Swimming and skating activities]	1-May-19	\$ 272.25	
82	Tag Day deposit	1-May-19	\$ 12,990.00	
83	United Way Toronto	3-May-19	\$ 248.00	
84	Spaghetti Dinner Tickets (e-transfer: 20190507052717662911)	7-May-19	\$ 60.00	
85	Spaghetti Dinner Tickets (e-transfer: 20190507152307662588)	7-May-19	\$ 30.00	
86	Spaghetti Dinner Tickets (e-transfer: 20190507064312662658)	7-May-19	\$ 110.00	
87	CDT-135-482 [Mess Dinner 2019-March-22]	8-May-19	\$ 1,230.70	
88	Spaghetti Dinner Tickets (e-transfer: 20190508061552662171)	8-May-19	\$ 20.00	
89	Spaghetti Dinner Tickets (e-transfer: 20190509064020662586)	8-May-19	\$ 20.00	
90	Spaghetti Dinner Tickets (e-transfer: 20190509085309662284)	8-May-19	\$ 20.00	
91	Spaghetti Dinner Tickets (e-transfer: 20190509135446662345)	9-May-19	\$ 20.00	
92	Spaghetti Dinner Tickets (e-transfer: 20190509163827662800)	9-May-19	\$ 10.00	
93	Spaghetti Dinner Tickets (e-transfer: 20190511065117662896)	11-May-19	\$ 40.00	
94	Spaghetti Dinner Auction (e-transfer: 20190511175552662155)	11-May-19	\$ 20.00	
95	Spaghetti Dinner Auction (e-transfer: 20190511175721662610)	11-May-19	\$ 10.00	
96	Spaghetti Dinner Auction (e-transfer: 20190511175850662133)	11-May-19	\$ 40.00	
97	Spaghetti Dinner Auction (e-transfer: 20190511180035662724)	11-May-19	\$ 180.00	
98	Spaghetti Dinner Auction (e-transfer: 20190511180143662076)	11-May-19	\$ 50.00	
99	Spaghetti Dinner Auction (e-transfer: 20190511180316662601)	11-May-19	\$ 65.00	
100	Spaghetti Dinner Auction (e-transfer: 20190511180929662837)	11-May-19	\$ 460.00	
101	Spaghetti Dinner Tickets (e-transfer: 20190512085502662288)	12-May-19	\$ 70.00	
102	Marksmanship bake sale	13-May-19	\$ 83.60	
103	Drill Team Squadron Wear - Cash	13-May-19	\$ 40.00	
104	Mess Dinner - Cash	13-May-19	\$ 38.00	
105	Tag Day - Cash	13-May-19	\$ 30.00	
106	YET - Cheques	13-May-19	\$ 50.00	
107	YET - Cash	13-May-19	\$ 665.90	

108	YET - Cash	13-May-19	\$	0.10	
109	Spaghetti Dinner Auction and raffle - Cheques	13-May-19	\$	582.00	
110	Spaghetti Dinner Auction and raffle - Cash	13-May-19	\$	920.00	
111	Spaghetti Dinner Auction and raffle - Coins	13-May-19	\$	45.00	
112	Spaghetti Dinner Tickets - Cheques	13-May-19	\$	90.00	
113	Spaghetti Dinner Tickets - Cash	13-May-19	\$	1,000.00	
114	Mess Dinner (e-transfer: 20190513174812662378)	13-May-19	\$	2.00	
165	Mess Dinner Music - Lisgar Collegiate Institute	3-May-19	\$		200.00
167	Mess Dinner 2018, RCAC	11-Apr-19	\$		2,828.49
168	Mess dinner 2018, Band, Gift - Phillip Rennison	11-Apr-19	\$		143.27
169	Spaghetti Dinner - Suzie Cloutier	8-Apr-19	\$		45.51
172	Cadet Election, First Aid Training - Capt Michael Broeders	12-Apr-19	\$		184.33
173	Band (Start Yr Maint, Rental, Consumables) - Musicare	17-Apr-19	\$		358.04
174	void	17-Apr-19	\$		-
175	Drill Team (Invoice #156180) - The Martial Artist	17-Apr-19	\$		880.00
176	Power bar, Stamps, Place cards, paper - Emily Ching	11-Apr-19	\$		99.32
177	ACSM (Invoice #10065) - La Ligue des Cadets de l'air	18-Apr-19	\$		98.48
178	Spaghetti Dinner and Dance (music) - Peter Kokkovas	16-Apr-19	\$		200.00
179	National Course Fees (medicals) - Olivia Mullington	11-Apr-19	\$		180.00
180	National Course Fees (medicals) - Sindhu Nair	11-Apr-19	\$		160.00
181	Marksmanship comp (Car rental and gas) - CI Melissa Lemieux	18-Apr-19	\$		366.84
ET102	Squadron pins - amplifyit.ca (e-transfer: 20190412062213662189)	12-Apr-19	\$		919.38
182	Drill Comp Reward (Laser Quest), M140.01 (Build Model Rockets) - Capt Michael Broeders	23-Apr-19	\$		329.49
ET104	Tag day business cards - Jiffy Photo and Print (e-transfer: 20190423204548662271)	23-Apr-19	\$		118.75
ET105	Tag day business cards - Jiffy Photo and Print - missing tax amount (e-transfer: 201904241959023-Apr-19)	23-Apr-19	\$		16.53
ET106	May's Enterprises - Blue name tags	1-May-19	\$		156.92
ET107	Hammond Aviation Ltd. - Ground/Air study books (e-transfer: 20190501193040662845)	1-May-19	\$		224.47
183	Tag Day Lollipops - Hala Hassan	10-May-19	\$		14.53
184	Tag Day Prize (Gift certificate) - Murray Theriault	7-May-19	\$		25.00
ET110	Spaghetti Dinner and Dance (caterers) - Jody McManus (e-transfer: 20190513185224662582)	13-May-19	\$		601.25

Account Balances:		Total	Unreconciled Deposits	Unreconciled Cheques
	Alterna	\$ 91,418.22	\$ -	\$ 200.00
	TD	\$ -	\$ -	\$ -
	available2 (rename)	\$ -	\$ -	\$ -
	available3 (rename)	\$ -	\$ -	\$ -
	available4 (rename)	\$ -	\$ -	\$ -
	Investments (Mutual Funds, etc.)	\$ -	\$ -	\$ -
	Investments (GIC, etc.)	\$ -	\$ -	\$ -
	available5 (rename)	\$ -	\$ -	\$ -
	available6 (rename)	\$ -	\$ -	\$ -
	available7 (rename)	\$ -	\$ -	\$ -
	available8 (rename)	\$ -	\$ -	\$ -

Annex C to
51 Squadron Sponsoring Committee Meeting
19 March 2019

Meeting Attendance Sheet

SQUADRON SPONSORING COMMITTEE GENERAL MEETING 21 APRIL 2019	
CHARLES KERBEL	
Kim Perro	
Louis Poisson	
Murray Thwaitt	
Bert Veldman	
Suzie Cloutier	
TWILIGHT GERARD	
Mawleen Hamilton	
Kathleen Lemire	
Sue Blackie	
PHILLIP RENNISON	
James Farrell	