



51 Canada Aviation and Space Museum Air Cadet Squadron

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Sponsoring Committee Meeting Minutes **May 22, 2018, 1830 to 2000 hours**

PRESENT:

Stéphane Thibault (Chair)
Phillip Rennison (1st Vice-Chair)
Maj Marc Moo Sang (DCO)
Anne Thibault (Secretary)
Rick Brooks (ACL Advisor)
Danielle Bélanger (Director)
Maureen Sirois (Director)
Sindhu Nair (Director)
James Farrell (Director)
Fatema Dhaif (Director)
Jeff Tengg (Director)
WO1 Wayquay Rombough (Cadet Commander)

ABSENT:

Maj Andrew Warden (Commanding Officer)
Laurie Trépanier (Director)
Hala Hassan (Director)
Kadiatou Sao (Director)
Huseina Tai (Treasurer)

PARENTS PRESENT:

François Trépanier
Sue Blackie
Alain Brulé
Danusha Robaszewski

SUBJECT MATTERS

1. Approval of agenda

- Proposed by: James Farrell, Seconded: Francois Trépanier. Agenda approved.

2. Approval of minutes

- SSC meeting of April 17, 2018

- Proposed by: James Farrell, Seconded: Francois Trépanier. Minutes approved.

- Maj Moo Sang will post them on the website.

3. 51 Sqn CO's Report

- ACR May 26
 - ACR will likely be inside as weather forecast predicts rain
 - DCO to find area to accommodate the guests
 - Stephane to reserve the multi-purpose classroom for reception after ACR

- YET 1-3 June
 - Buses have been reserved and paid
 - Driver's hotel rooms have been secured
 - Beds have been reserved at Victoria U
 - Tickets for Wonderland and Medieval Times have been bought

- Familiarization Training Statistics June 9-10
 - DCO mentioned that 2Lt Wood has been given the task of completing all documents required for this activity.
 - DCO mentions that June 9 is not possible as it is Fun Day at Connaught Range. June 10 is still a go. A future date to replace June 9 is still TBC.
 - These 2 flying days were not part of the original budget therefore it was put to vote.
 - Proposed by: Phillip Rennison, Seconded: Maureen Hamilton. Two flying days approved.

- Summer Training Statistics
 - DCO mentions that all of the spots for summer camps have been filled.
 - The DCO is to provide the list of cadets attending courses.
 - The DCO explains the merit system for summer camps/courses

- Band Kit Audit Report
 - The band audit has been completed and CI Mathieu Lemieux is to provide a copy to the SSC.

4. Cadet Report

- WO1 Rombough indicates that she will approach the cadets on future activities that they would like to do.

5. League Report

- Rick Brooks gave a quick recap of the Regional meeting and raises two points
 - The Circle of Excellence Report – Due date is June 30. Rick is to provide advice on how to proceed.
 - The Taylor Trophy. Rick is to provide advice on how to proceed.
- Rick explains the election process for the May 29 SSC elections and also explains the mandatory screening process for anyone who wishes to join the SSC or volunteer.
- By-laws. Rick has gone through the by-laws and proposes that the by-laws be removed from the website until they have been updated (5 years old). Rick is to work with the new SSC to update and implement the by-laws.

6. Treasurer's report

- In Huseina's absence, Phillip gave a budget update.
- The squadron is in a good position financially and has approx. \$52,000 in the bank. The squadron has enough money to cover the YET expenses without using the tag day funds. A healthy balance will be transferred to next year. The SSC will have enough funds to cover the new year start-up costs.
- The League has sent League fees anticipated for next year which will be approx. \$13,000.
- A discussion on Power Familiarisation flying was held. Intent was to conduct some in June outside the RCSU schedule, given none were offered. A motion was proposed by: Anne Thibault, Seconded: Francois Trépanier. Two flying days approved as addition to the budget.

7. Reports

- Screening – Anne mentioned that 6-7 members remain to have their screening files completed by the league.
- Inventory
 - A date needs TBC to complete the inventory of the storage unit by the current SSC. Early June.
- Canteen
 - Danielle B indicates that the canteen has made approx. \$1,200 profit this year because of the low inventory expenses. Throughout the year the canteen has received a high volume of donations from parents.
 - June 12 is the change of command parade. There will be no canteen that day.

- Clothing/name tags
 - Sindhu indicates that the last order of name tags has been placed.

- ACR May 26
 - Maureen has been in contact with OPI Lt Granados
 - Food for approximate;y 170 cadets/staff has been ordered
 - Maureen explains that Sobey's has given the squadron a good deal on sandwiches/drinks and fruit for the ACR. Costs are approx. \$3 per person.
 - Phillip is to send Maureen a contact for coffee machine for the ACR
 - James to purchase 5 cakes for the ACR.
 - Stephane and Anne to provide the napkins, cups and plates

8. Chair and Vice Chair Reports

- Silent Auction Lessons Learned
 - Due to time restraints this topic has been differed to a later date

- Mess Dinner Lessons Learned
 - Due to time restraints this topic has been differed to a later date

9. New Topics

- Budgeting ideas/options for next year
 - Parent Alex Gracovetsky expressed his concerns in the budget process/SSC role
 - Stephane/Marc/Phillip/Rick provided explanations on the budget process and roles of SSC/CO in the process.

10. Next meeting date (Elections) May 29

11. Next meeting date – June 5 (TBC)

12. Adjournment: 2000 hours.