

| 51 SQUADRON SSC MEETING AGENDA | |
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| Location: | Canada Air and Space Museum, Ottawa |
| Date: | October 16, 2024 |
| Time: | 18h45 |

# Agenda details

## Introductions

### Welcome to new training year, setting priorities

### Introduction of new parents, new SSC advisor Johanne

### Voting in of new members

## Fundraising efforts, Treasurer’s report

### Bottle drive September 2024

### Walkathon: October 20, 2024

### Future endeavors: Wreath sales, Merchandise

### New ideas for 2025?

## C.O. report

### Updates

## Upcoming events

### Poppy sales & Remembrance day: November 1, 2, 3, 8, 9, 10, 11

### Holiday events: December 18, 2025

### Mess Dinner: tentative date February 19, 2025

## Next meeting: November 20, 2024

**October 16th, 2024**

**Minutes of the meeting**

**Attendance:**

SSC Committee

Chair: Kathleen Lemire

Co-Chair: Heather McIntosh

Treasurer: Teresa Tolhurst

Secretary: Karine Belhache

51 Squadron Staff: Capt Tim Cooke

Attending Cadet parent: Anthony ; Elise Veilleux

Capt Cooke opened the meeting at 7:45pm

1. **Introduction**
2. Mrs Lemire informs us that the main goal of this meeting is to talk about possible fundraising opportunities and efforts to keep a healthy account balance.
3. Mrs Lemire also informs us that our new SSC advisor, Joanne, is unable to attend this meeting.
4. A new member is joining the SSC committee. Elise’s participation is confirmed by voting. Mrs Lemire nominates Elise Veilleux as a new member, seconded by Mrs Tolhurst.

**II. Fundraising efforts, Treasurer’s report**

Mrs Tolhurst gives us a general report and shares a budget tracker document for the year 2024-2025. She explains that in the last two years, in spite of fundraising efforts, the SSC ended up losing $20.000 per year. We can only maintain a healthy balance because there used to be a surplus of $70.000 in the bank 3 years ago. We need to do multiple fundraisers, that do not necessarily involve cadets in person, that is to say, fundraisers that the SSC will be in charge of. As of October 16th, 2024, we have $9000 in expenses and $6000 in revenues. Expenses include a special visit to the RMC in Kingston. Cadets paid a nominal charge of $10 each (which meant that fewer cadets pulled out in the last minute). We are expecting League fees of $9000 on November 15th, 2024. We have a growing number of cadets, which translates into more expenses, for example mess dinner expenses. We are expecting revenues of $5000 for a grant applied for, $1900 in HST return from the 2023 budget, and $1500 in income tax return as soon as Capt Tung returns from paternity leave and approves the income tax submission. But if we continue on this trend, we are heading towards a $20.000 loss by the end of the training year.

1. **Bottle drive**

We are targeting strategic dates, after New Year, after Easter. We could try after St Patrick’s Day. Our first bottle drive was a success. Special thanks to Mrs Lemire and Mrs Tolhurst who went ouf of the way to pick up many old bottles from someone’s basement.

1. **Walkathon**

Our goal for walkathon is to raise $5000. We currently have received $3150 on Zeffy. 55% of this amount have been raised by 4 cadets. We also have a $500 donation. All in all, 71% of donations have been made by 5 people. Walkathon will take place on Sunday, October 20th, 2024 at the Terry Fox facility in Mooney’s Bay. 5 squadrons are working together to share the costs of renting the facility and splitting profits. We will set up at 9:00, the walk will start at 10:00 am. We would like to indicate the trail using balloons, with the help of Deputy Kovo. Hot dog combos will be sold for $4 (one hot dof, one pop, one bag of chips). We are hoping to raise money by selling these combos.

1. **Wreath sales, merchandise**

Wreaths or potted greens will be sold for 40$ each in November (paid ahead of time). Each wreath costs $25 (delivery included- CC Farms), which translates into a $15 benefit for each wreath sold. Wreaths will be delivered on the museum parking lot on December 4th- which coincides with C.O’ s parade.

Merchandise sale was not a success last year as we ended up losing $1000. This year, we will go with Vistaprint. People have to pre-order. Orders and payments are made on Vistaprint site. There is no minimum order.

1. **New ideas**

Community Engagement Days are fundraising days. We have the obligation to give something of value in exchange for a donation. Mrs Lemire was thinking of wildflower seeds. Elise suggested that we could use poppy seeds. The idea gets consensus as it is an emblematic flower for veterans. We should aim at doing this fundraiser before Easter, before people start planting.

Photos of cadets to sell to families. Capt Cooke informs us that consent is not an issue as parents have already signed a waiver and the photo is not for public use but for their own family. He says that having a photo on file would be interesting for Senior Officers who do not necessarily know each cadet in person, especially for award committees. However, is would be a large time commitment, and we would need a SSC subcommittee in charge.

**III. C.O’s Report**

Capt Cooke is satisfied with enrolment and appreciates the SSC’s fundraising efforts. We have about 180 cadets attending at the moment.

Flying scholarship: 51 squadron has always been really high on the list of successful candidates. We want to keep this success for our senior cadets, who could obtain a glider or power licence.

Biathlon and marksmanship teams are going to start soon as senior cadets having responsibilities in these teams are taking basic officer courses, which will help them get promoted.

Drill team has started and has a good turnout, taking place on Tuesdays.

Band has started, taking place on Mondays.

There has been a special request for marksmanship, as they would like to order new jackets (associated cost of $2500)

We would like to participate in specific liaison programs with the Museum of Space and Aviation, in particular a drone program and a cybersecurity program.

**IV. Upcoming events**

1. **Poppy sale, Remembrance Day**

We will start selling poppies during the weekend of November 1-3rd- to be continued the next weekend from Nov 8- 10th

There will be 5 locations with 2 cadets, for a total of 5 shifts of 3 or 4 hours spread over the weekends. Capt Cooke will remind cadets that their participation goes towards their volunteer hours. Mrs McIntosh offers to pick up poppies directly from the Legion on November 1st to cut waiting time for cadets signing up for the 1st shift.

1. **Holiday event** on December 18th, 2024. To be determined.
2. **Mess Dinner** on February 19th, 2025. We are getting a quote from the Highlands Golf Club. Anthony is offering to ask Mosaic Venue for a quote as well. Once quotes are approved, we can determine cadet nominal participation to maintain the quality of a mess dinner while keeping a balanced budget.

End of meeting: 7:50pm.

Mrs Lemire and Capt Cooke thank all participants in the meeting.