

**EXECUTIVE COMMITTEE MEETING MINUTES
SEPTEMBER 13TH, 2016**

Meeting was called to order by Committee Chair Steve Cuppelli at 20:15

Introduction of the Executive Committee as follows:

Steve Cuppelli, Committee Chairperson

Kara Stewart, Vice-Chair

Wendy Hallock, Fundraising

Melanie Bramburger, Canteen Representative

Donna _____, Fundraising Assistant

Didi Leonard, Secretary

Capt Dylan Longpre, Commanding Officer

Melissa Byers, Treasurer (absent)

A few minutes were taken after introductions in order to 'feel everybody out'.

Next big deadlines were discussed:

1. Oct. 31st, budget must be submitted
2. Minutes of the last AGM are required (Steve will forward)

Canteen

Steve will be e-mailing a master list of all parents to Melani (and Didi)

There will be an exercise on Lubitz Road October 14th and 15th, Canteen will be needed the evening of the 14th and at lunchtime on the 15th.

Capt Longpre reminded us that October 4th is the CO's Parade and one of the staff is getting a medal (CD3) Steve will be contacting the Observer and Kara will contact Whitewater.

Our next Recruitment Night is Tuesday, November 1st!

The Duke of Edinburgh Award

We need to ask one of the parents to volunteer as a civilian instructor. Melani suggested Nathan's Dad, WO Delarge.

Capt Legere explained the Duke of Edinburgh Award

Steve announced that Didi will be the administrator for the Parents Point of Access on the 2677 Army Cadets website.

The Executive Committee will be invited to the Christmas Dinner.

Remembrance Day – Friday, November 11th

Steve will be e-mailing Steve Lewsey to make sure he knows the Cadets are available to be flag-bearers. Poppy sales will take place October 29th and November 5th with 15 spots each day.

A working copy of the **Budget** was passed around.

Account balance: **\$5472.31**

Kara mentioned she has a contact for apparel (shirts).

Fundraising

Feasibility and dates for a Trivia Night were discussed.

Friday, November 18th was decided on and it will be open to the public.

Wendy advised she is going to continue with the Canadian Tire money as well as the Nickel and Dime (?) She knows a woman who is willing to make boxes that you can take home and put your change into.

Wendy also discussed the possibility of taking photographs of the Cadets and selling the package to parents. Steve advised he might know a professional who could do this; he also thinks this would probably be best if done after Christmas.

The Bottle Drive. Steve informed us the Beer Store refused us opening an account!

This year the Bottle Drive will take place:

- After Christmas, in early January
- After the May long weekend, May 22/23

Bulbs/Seeds. According to Donna these are not popular with the parents.

Other fundraising opportunities were discussed: clothing drives, points cards, etc...

Donna enquired about a **Parent Information Package** which Capt Longpre advised he was working on.

There will be a Budget Meeting on Tuesday, Sep. 27th, 2016 at 19:00

Next Executive Committee Meeting will be held Tuesday, Oct. 25th, 2016 at 19:00

All business having been conducted, the meeting was adjourned at 21:10