

2677 Support Committee Minutes

Date: 28 June 2017

Location: Pembroke Armoury

Called to Order by: Chair Steve Cupelli at 1900hrs

Attendance

In Attendance

Chairperson - Steve Cupelli

Secretary - Jennifer Gallant

Director - Fundraising - Laura Demont

League Liaison Officer - Ursula Matchett

Commanding Officer - Capt Dylan Longpré

Training Officer - Captain Blanche Shepherd

Regrets

Vice Chairperson - Kara Stewart

Incoming Treasurer - Janice Wilson

Outgoing Treasurer - Melissa Byers

Director - Special Events & PR - Mary Chartrand

Director - Canteen - Joseph Wilson

Director - Recruiting - Craig Thompson

Director at Large - Wendy Hallock

Approval of Previous Minutes:

Previous minutes approved.

Executive Reports

Chairperson's Report:

Purpose of meeting to introduce new committee. Volunteer forms are still required to be completed by new executive members.

Vice Chairperson

N/A

Treasurer

Bank Account : \$8, 192.33

Outstanding checks – still to be issued

Year end for budget – October

CO reports that budget is balanced for audit. Provided review for budget vs actual expenditures.

Need to create new ledger book – carbon copy, to keep track of where deposits of money are coming from.

ACTION: (Chair) Visit bank with previous executive treasurer to balance books. Set up new signatures for incoming treasurer. Non profit organization requires 2-3 signatures for checks.

Director – Fundraising

Laura Demont – new fundraiser chair

Maple Syrup, Trivia, Bottle Drive success. Any new ideas welcome. Beneficial to try and spread out fundraisers throughout the year.

Bottle Drive hand-outs – great success

Maple Syrup – to carry out before Christmas?

Laura to have projected dates for upcoming fundraisers ready for next meeting so that CO may coordinate with other cadet activities.

Laura reminded to delegate tasks to other parents – and will be provided with contact list.

Total Raised: \$9,398 (not including Canadian Tire Money).

Trillium Grant, Government of Ontario – CO would like to apply – would like to aim for November deadline.

Director – Canteen

CO reports canteen ran a deficit of \$ 5.00 – suggested to raise prices of items, or change items sold. Suggestions for healthier snacks, less sugar.

MOTION: Chair motioned Chocolate Bars to be raised \$2.00. CARRIED

Director – Special Events:

No report.

Director – Public Relations

No report.

Director – Recruiting

Chair would like to have banner for August 2018 – for downtown core.

CO reports approximately 30 cadets for new year. CO would like to parade 45 cadets next year.

Suggestions of having cadets perform more volunteer activities, charity events, etc. Looking for a charitable event in September. Mud Run, Relay for Life, Zombie Run ...to help with recruitment.

Commanding Officer's Report

Will be purchasing the Flag Party items (previously approved) over the next few weeks.

Requested approval for \$2000 (with a 10% difference permitted) to be spent on new tents. The CO noted that the best tents available (durability, cost, suitable for trg) are only available through Scouts Canada.

ACTION: (Secretary) to send out email request for e-vote with a reply due by Friday 30 Jun 17.

CO noted that we have a booking for space downtown, for over street banners. MOTION: To spend \$450 (with a 10% difference permitted), for a large banner that can be used for multiple years. MOTION: CARRIED.

All cadets will be required to participate in one Specialty Teams (band, marksmanship, biathlon, drill, orienteering) – looking at supplies, equipment. Additional funding will be required.

ACTION: (CO) Draft letter to Primary Sponsor, requesting additional funds to help equip Marksmanship Team.

New Business

Healthier Snacks

It was discussed that healthy alternatives should be provided at Canteen break for the cadets. The idea was put forward that Parents may be approached to contribute weekly snacks, suggestions to eliminate junk food altogether. The status quo will continue until the Parent Briefing In Sept.

ACTION: (Chair) To open the discussion up on healthier options for Canteen to the parents at the Parent Briefing, for their feedback.

ACTION: (League Liaison Officer) Contact 2642 Petawawa Support Committee Canteen OPI to inquire how they implemented healthy alternatives, in a successful way.

Trillium Grant

The CO expressed a strong interest for the unit to apply for a Trillium Grant for the Fall / Winter deadline. The grant could provide enough funding to purchase all our adventure equipment and specialty team equipment.

ACTION: (CO / Director - Fundraising) – work together to prepare a Trillium Grant proposal.

Inter-Provincial Cadet Exchange (ICE) - Corps de Cadets 2898 Ste-Marie

The CO would like to look at participating in an ICE this year. CO has had preliminary discussions with CO 2898 Cadet Corps (near Québec City). The intent of an ICE is for two corps to host each

other, where they participate in local (fun) activities. Our main hosting event would be Whitewater Rafting.

Chair mentioned that it would be great for our unit to visit the other unit during the Winter Carnival. CO has to look at trg schedule, and see what flex the Winter FTX has. CO suggested first weekend June to travel to 2898. Cadets could be lodged at CTC Valcartier at little to no cost.

2898 has expressed that the May Long Weekend would be the best weekend for them to visit.

ACTION: (CO) – to meet and further discuss details with CO 2898.

ACTION: (Chair) – to inquire about transportation through DND contact.

Next Meeting

Scheduled for Tuesday 1 August 2017, 1900 hrs at the Pembroke Armoury.

Adjournment

With no other business, a MOTION to adjourn was CARRIED. Meeting adjourned at 2013 hrs