

2677 Support Committee Minutes

Date: November 28/ 2017

Location: Pembroke Armoury

Called to Order by: Chair at 1930 hrs - previous agreement to start meeting at 1900 hrs, however time was changed in calendar to 1930 ??

Attendance

In Attendance

Chairperson - Steve Cupelli

Vice Chairperson - Kara Stewart

Treasurer - Janice Wilson

Secretary - Jennifer Gallant

Director - Canteen - Joseph Wilson

Director - Fundraising - Laura Demont

League Liaison - Ursula Matchett

Director at Large - Wendy Hallock

Regrets

Commanding Officer - Capt Dylan Longpré

Approval of Previous Minutes:

Previous minutes approved by all in attendance.

Executive Reports:

Chairperson

Volunteer forms are still required to be completed by new executive members.

Review of new Scotia Bank account. TD is being difficult - additional form needs to be sent to TD.

ACTION (Chair):

- 1) To inquire about vehicles for bottle drive.
- 2) Send out email, and contact parents of cadets with regards to volunteering for Bottle Drive in January

- 3) Email letter to Director of Fundraising with regards to Record Check
- 4) To inquire about Registered Mail Envelopes for submission of personal information.

Vice Chairperson

No report.

Treasurer

Bank Account :

Scotia Bank account has been established. TD account requires additional form.

Action (Treasurer):

- 1) Confirm with DND that deposits are being made to Scotia Bank, and effectively close TD account. 2677 now has Scotia Bank Stamp and cheques.

Director – Fundraising

Laura Demont – Fundraiser chair

- 1) Maple Syrup: Forms and money have been returned. At this point a total of 70 bottles have been sold, not including online orders. CO to check on line orders. Top prizes for cadet sales to be determined by Director of Fundraising.

- 2) Trivia: Potential date March 24/18. Shady Nook Recreation Hall has been booked.

- 3) Bottle Drive: Winter Drive scheduled for January 06/18 and bottle return, Jan 09/18. Send out email to parents asking for volunteers for bottle drive - emphasis on bottle return. Spring Drive scheduled for May 21/18

ACTION: (Director of Fundraising)

- 1) Contact Beer Store manager to book bottle drive dates.
- 2) Confirm target streets for bottle drive.

- 3) Confirm date for delivery of flyers.
- 4) Consider Top Prizes for Maple Syrup sales.

Director – Canteen

ACTION: (Director of Canteen)

- 1) To set up account at Wholesale for Director of Canteen to purchase supplies once Scotia Account is established.
- 2) To set up account at Cosco once Scotia Account is established - Director of Canteen able to drive to Ottawa for purchases.

ACTION:(Director of Canteen and Treasurer) to consider approaching **Precision Textiles** for supplies. CO to obtain contact information.

Director at Large

Reintroduced idea of having an open house. School in Beachburg has been approached to have cadets as special guests talking with students about their cadet experience.

ACTION:

- 1) CO to consider open house date for February.

Director – Special Events:

Position remains unfilled

Director – Public Relations

Position remains unfilled

Director – Recruiting

Position remains unfilled

Commanding Officer's Report

CO reports that the current photocopier is no longer sufficient. CO has negotiated a potential 5 year lease at a rate of \$50.00/month for a color copier. Ink and servicing is included in the price. Paper product is donated by the regiment. Cost of lease to be shared with A1r Cadets.

Support Committee concerned with length of lease and has asked CO to negotiate a 2 year lease with company instead.

ACTION: (CO) Contact company and renegotiate photocopier contract with shorter lease.

Trillium Grant - Response expected sometime in Spring of 2018

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

**Difficult to determine if sufficient funds are available to pursue this venture or not.

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

Next meeting to be scheduled for January 30/18 at 1900hrs, at Pembroke Armoury.

Adjournment

With no other business, a **MOTION** to adjourn was **CARRIED**. Meeting adjourned at 2016 hrs.