



170 St. James RCACS Sponsoring Committee

Agenda for Friday, November 29, 2019

Attendees:

Brad Boyd
Karen Friesen
Kim Swiderski
Sandina Buscemi
Rob Reimer
France Cote Marshall
Sherri Glazier
Capt. Blake Minaker

1. Call Meeting to Order – 19:03
2. Chairperson's Opening Remarks – Welcome to the meeting, thanks to all who could attend!
3. Items to be added to the Agenda
Kirsten – Add Accessibility of meetings under new business
4. Acceptance of minutes from previous meeting: posted to website, copies available on request
5. Correspondence – The Lundar Legion sent a \$200.00 cheque for the squadron, and \$50 for each cadet who assisted with the Remembrance Day ceremony
6. Committee reports:
 - a) Commanding Officer's report – Blake Minaker
134 cadets on strength
LSA submission is due on the Dec. 1
(Motion to accept – Kim, Seconded by Sherri, accepted)
 - b) Treasurer – Kirsten Reimer
-Report available upon request (motion to accept, Sandina, seconded by Karen, accepted)
 - c) Canteen – Sherri Glazier
Last meeting there was a concern brought forward about how much fruit is available for cadets, Sherri is increasing the amount of fruit available.
Tabs – Sherri will approach the mess hall to see about collecting tabs for Harley as well.
-Full report available upon request (motion to accept – Kirsten, seconded – Karen, accepted)
 - d) Fundraising – Sandina Buscemi & Kim Swiderski
Wine raffle details forthcoming in February – Storage of the bottles can be at the Reimer residence, as there is excess storage space.
-Report available upon request (motion to accept – Kim, seconded – Karen, Accepted)

7. Old Business
 1. Squadron trip – Air show is proposed as the squadron trip; Capt. Minaker will touch base with the transport company to determine costs for taking the cadets to the air show on June 20-21, 2020. Once the quote/proposal is complete, Capt. Minaker will bring the details to a meeting.

8. New Business:
 1. Service awards – Recommendation is to do the service awards twice per year, and someone needs to take the lead on getting tenure information from Lt. Reidulff – Sandina volunteered to take this task on. CO's parade in February, so Sandina will get the information for February, and afterward we will get the information for ACR.
 2. Effective Speaking Competition on February 2, 2019 – Sherri will leave a spot open on the judging panel for an officer, Capt. Minaker will check if the building is available to ensure no conflicts. Sandina sent an email with suggestions for judges for this year, it is being taken under consideration. Sandina suggested that we do a lunch for the cadets, but it was determined last year that there would not be a lunch for the cadets, but for the volunteers. Due to a miscommunication, it didn't end well. Sherri suggests that instead of doing a lunch, we put the money into honorariums for the volunteers. Another suggestion is to provide a snack, such as some cookies, juice boxes, etc.. Total budget is \$300.00 Donuts prior to competition and cookies afterward is the suggestion moving forward.
 3. First Aid -honorarium, scheduling a spring class – Sherri gave Dawn a \$50 gift card as an honorarium. She did not ask about another class, as we do not want to take advantage of Dawn's hospitality. Suggestion by Capt. Minaker is that a spring session is not needed, and first aid going forward should be kept to senior cadets based on attention span of the cadets, and maybe have a one-day emergency measures workshop for junior cadets who aren't going to camp instead.
 4. Toastmasters-volunteers – This Sunday, we will do a 2-hour long session, as Dec. 8th is not available. Snacks will be provided because the session runs from 11:00-13:00Hrs.. Honorarium of \$25 each for the two Toastmasters coaches has been suggested, and all in attendance agreed.
Decision made to not provide honorariums to Effective Speaking Judges, as volunteerism is the reward. We will provide a signed card for each, and snacks as a thank-you.
 5. League Holiday Reception – being held Monday, December 16th, 2019 at ANAVETS 283
 6. Kit Shop – We need an announcement to state that Friday's apparel is providing Squadron wear, and parents can order 170 gear from the website. The "Kit Shop Order Form" is still on the website and is available to parents to order kit.
 7. SSC Shirts can we subsidize – A few years ago, the SSC subsidized golf shirts. Capt. Minaker suggested that the SSC buy themselves shirts. Motion raised by Sherri to have the SSC pay for shirts for the members of the SSC & MAL. Motion will be brought forward at the next Parents' Meeting for approval.
 8. Accessibility of meetings (SSC & Parents Mtgs.) – Several emails have been received from the government that meetings for the SSC and parents must be held in accessible locations. Capt. Minaker can ensure that the stretching room is

available for meetings going forward for SSC exec meetings, and the chapel should be booked for parents' meetings.

9. Minutes – There have been issues getting the minutes published to the website. If the minutes are sent to the Comms officer in a timely manner, they can be posted to the website. This issue is considered resolved.
10. CO's feedback – The meetings need to be more efficient – last meeting, there was more information sharing until about an hour into the meeting. Going forward, it would behoove the SSC to make the meeting more efficient by holding the decision making first, and leave information sharing until the end. The SSC agrees, and going forward, will strive to meet this goal by reorganizing the agenda to have voting items listed first, giving parents a chance to leave for the information sharing portion if they choose to do so, and they can review the minutes later.

9. Meeting Adjourned – 20:09Hrs.