

Feb 13, 2014

## MEETING MINUTES

### 755 Parkland air Cadets Parents' Committee Association Meeting

**Location:** Muir Lake Community School (art room)

**Date:** Feb 13, 2014

**Time:** 6:45pm-8:00pm

**Attendance:**

**Executive:** Jeanni Hatt, Connie Keller, Roger Cloutier

**Members:** Allan Anderson, Lorri Moffat, Diane Winarott, Lenore Acker, Tracy Shoup, Tracey Lemesurier, Stephen Lee, Dwayne Schoeder, Mark Shoup, Anne Boerger, Roger Cloutier, Connie Keller, Jeanni Hatt

**League:** Evelyne Hutchings, Brian Andrus

**Air Cadets:** Capt. Terry Plant

### Minutes for Feb 13, 2014

**1. Call to order**

- a. By Roger Cloutier 6:45pm

**2. CO's Report**

- a. Not in attendance at this time (to come later)

**3. Meeting Organization**

- a. Jan 9, 2014 meeting minutes Approved by Lori Moffat Seconded by Tracey Lemesurier
- b. Agenda sent Feb 10, 2014 Approved by Tracey Lemesurier Seconded by Tracy Shoup

**4. Reports**

- a. Treasurer's Report read by Jeanni Hatt (*see attached*)
- b. Fundraising Report read by Jeanni Hatt (*see attached*)
- c. Canteen Report
  - i. No report given, Canteen is full of items at this time
- d. PR Report from Dwayne Schoeder
  - i. working on the donated artwork at this time

**5. Communication**

- a. Reminder to update contact information on website
- b. Roger stressed the importance of **ALWAYS** contacting him (Chair) first, chair will then contact CO

**6. Introduction (*added to agenda at meeting*)**

- a. Stephen Lee will be 755 official photograph and videographer, Stephen will be updating facebook and website with photos, video will be made of the cadet year
- b. Brian Andrus was introduced by Evelyn Hutchings, Brian Andrus will be the new SSC advisor

**7. Clean-up and Inventory**

- a. Announcement that SSC room needs to be cleaned out, asset inventory needs to be done.
- b. Clean up will start Thursday nights during cadet night with Jeanni Hatt, Lori Mottat and Tracey Lemesurier volunteered to help clean up paperwork. Any other parent wanting to help please talk to Jeanni. We need lots of help on this.
- c. Asset inventory will wait until warmer weather maybe April, date to be confirmed at later time. We will need up to 6 parents to help with this as we need to take inventory off ALL items in LHQ and trailer.

## 8. Fundraising

### a. Phone Book Delivery

- i. update provided by Mark Shoup. Total delivered 12,339 estimate total to receive is \$6,000. Check will be received in March 2014.

### b. Art work

- i. Dwayne Schoeder was able to get all 3 prints framed, thank you letter is needed. Art work can be set up at RBC Bank, Bank of Montreal and Servus Credit Union in Stony Plain. Items to set up as a silent auction. Need poster made up of all three prints, promotion on Facebook, website etc. Photo with artist and CO will be taken. Thank you letter needed to issued to all people involved.

### c. Highway Cleanup

- i. update from Tracey Lemesurier. Our same stretch of Highway has been reserved. Tracey to take safety training. Estimate money to be raised \$1500. Money to be raising for general funds. Someone to contact Lori Kesser to get supplies (vest & supplies)
- ii. Roger called a vote to proceed with fundraising event: ALL IN FAVOR, NONE OPPOSED

### d. Bingo

- i. Possible replacement of Commonwealth fundraiser, Tracey Lemesurier to make call to set up bingos. Tracey to take any bingos we are offered.
- ii. Roger Cloutier called to elect bingo coordinator. Nobody set up to be coordinator, position OPEN and needs to be filled ASAP. If you would like to help with this position please contact Chair. **If position is not filled we can NOT proceed with fundraising event.**
- iii. Anne Boerger suggested we try to get more fundraising ideas that involve cadets as bingo can only be done by parents.

### e. Commonwealth

- i. Connie made update on commonwealth, thank you letter read of our great work last year, we were offered to work commonwealth again, need to confirm by March 7, 2014. 15 dates for 2014 season (maybe more), this includes 4 soccer events in August.
- ii. Roger Cloutier called to elect commonwealth coordinator. Nobody set up to be coordinator, position OPEN and needs to be filled ASAP. If you would like to help with this position please contact Chair. **If position is not filled we can NOT proceed with fundraising event.**
- iii. Mark Shoup asked if we could split event with another group. Evelyne suggested that she ask a group she thinks maybe interested.
- iv. **Will call emergency meeting to vote on fundraising activity.** Connie will put together approx number of commitment needed for each family.

### f. Golf Tournament

- i. Possible fundraising event for June 2014. Jeanni to put together numbers, commitment needed and parent to vote when they vote for commonwealth.
- ii. Chair stresses that the SSC needs to raise money so we can provide funds for all the activities the cadets participate in and funds needed to run the squadron. Jeanni to provide list of possible events and commitment. Parents to vote.

## 9. CO's Report read by Captain Plant

- a. Band members are not calling when they are going to be absent, Please call if you are unable to attend band or any other event including parade night!
- b. Sports and Rec days set up for Saturday March 22 and Thursday March 27 to use up LSA funds.
- c. Range day Feb 22, 2014

## 10. Charity

- a. Bottle Cap started 2 ½ years ago. Lenore Acker to drop off caps at bottle depot. Deadline to drop off caps is April 2014. After this time we will not longer be collecting caps.

## 11. Trip Committee

- a. Reminder of trip meeting for Feb 20, 2014

## 12. Last minute additions

- a. SSC want to get new PO box for just the executives. We are receiving bill late and we are always late on payment because of this. Look into direct payment for some bills.

- b. Chair called a vote to parents to approve paying for new PO box. All in favor, none opposed.
- c. Locks to be changed at LHQ by Lt Wolfe weekend of Feb 15, 2014, key to be given to SSC.

**13. Open to parents**

- a. Tracey Lemesurier suggested 50/50 with a twist for fundraising idea. Lori Moffat to look more into this and bring all information to next meeting. Suggestion to talk to Legion to see if we can sell tickets there. Captain Plant to provide contact information to Chair (give to Lori Moffat).

**14. Adjourn meeting**

- a. 7:45pm

## Treasurers Report

755 Parkland Air Cadets Parents' Committee Association

As of Jan 31, 2013

Prepared by Jeanni Hatt, Treasurer

### General Account:

\$46,598.85

Checks waiting to come out:

- #843 \$175.46
- #844 \$56

### Canteen Account:

\$1821.10

### Casino Account:

\$21,994.26

### Trip Account:

\$25,034.98

Check needed to be written

- \$1000 for fuel (Jet raffle)
- Balance \$24,034.98

## Account Balance

*General Funds Total: \$68,593.11*

*Canteen Total: \$1821.10*

*Trip Total: \$24,034.98*

## Fundraising Report

### Sept 2013- Aug 2014 for 755 Air Cadets Parents' Committee Association

As of: January 31, 2014

Prepared by: Jeanni Hatt

Goal \$31,646.36

#### Fundraising Activity

<b>Casino</b>	\$21,213.53	<i>(total confirmed)</i>
<b>Commonwealth</b>		
Game June 14, 2013	\$669.93	
Game June 29, 2013	\$1,416.61	
Game July 13, 2013	\$591.36	
Game Aug 2, 2013	\$772.79	
Game Aug 24, 2013	\$1,563.37	
Game Sept 6, 2013	\$788.73	
Game Sept 14, 2013	\$778.75	
Game Sept 28, 2013	\$700.85	
Game Oct 5, 2013	\$720.41	
Game Oct 18, 2013	\$449.66	
(Bonus) Nov 16 2013	\$3,112.65	<b><i>Total \$11,565.11</i></b>
<b>Bingo</b>		
Bingo Dec 16, 2013	\$630.00	
Bingo Dec 28, 2013	\$630.00	
<b>Phone Book</b>		<i>(Not Recieved)</i>
<b>Poppy Day</b>		
Nov 2013	\$500.00	
<b>Total</b>	<b>\$34,538.64</b>	
<b>Goal</b>	\$31,646.36	
<b>Casino (Next Year budget)</b>	(\$10,606.00)	
<b>Casino (Last years Casino)</b>		
<b>To Reach our Goal</b>	<b>\$7,713.72</b>	