



## 2483 Princess Patricia's Canadian Light Infantry

### Royal Canadian Army Cadet Corps

#### Corps Sponsoring Committee



#### **DRAFT**

**Minutes** – Monthly Meeting of Corps Sponsoring Committee (CSC)  
Crooked Goose Bistro: 4136 Wilkinson Rd, Victoria, BC V8Z 5A5

March 29, 2016 6:25pm

Chairperson: Tom Eccleston  
Vice-chairperson: Heather Eichel  
Treasurer: Will McGuire  
Secretary: Jim Sinclair (absent, regrets)  
Director – Public Relations: Heather Eichel  
Director – Canteen: Tracy Green  
Director Fundraising: Robert Pfuetzenreuter  
Director at Large: Nena Chavit-Mullin (absent, regrets)  
Director at Large: Tamara McNay  
Director at Large: Arlene Aylward (absent, regrets)  
Director at Large: Bruce Dickey (absent, regrets)  
Director – Stores: Joe Trembley

Also in Attendance:

Capt Madeline Dahl      Bob Russell (ACL-BC)

Refs: A. Army Cadet League of Canada Directives  
B. Army Cadet League of BC - Sponsoring Committee Handbook – February 12 Edition  
C. 2483 PPCLI RCACC CSC By-Laws  
D. 2483 PPCLI RCACC CSC Constitution  
E. 2483 PPCLI RCACC CSC Executive Committee Duties

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2483 PPCLI RC(Army)CC  
PO Box 36020  
Victoria, BC V9A 7J5

Street Address:  
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445 Head St  
Victoria, BC V9A 5S1

1 Call to Order (Tom) at 6:25

Welcome to parents and guardians, Introductions (Tom)

2 Attendance

Read Purpose of the CSC (Tom)

- Locally represent ACLC in BC,
- Ensure training location,
- Raise funds for corps optional training/activities,
- Assist in recruitment (cadets, officers, and civilian Instructors),
- Locally sharing the corps goals and activities, and
- Work with CO to provide assistance as needed.

3 Review/modify/adopt minutes of the previous monthly meeting (Jan 26, 2016) (Tom)  
M. to accept with changes (Tom), S. Tamara, Carried YES

4 Chairperson's Report / Old Business (Tom)

- Thanks you...
- Tag Day (parents, staff, cadets, managers, Robert)
- Donations Received
  - PPCLI Association - Vancouver Island (\$200)
  - MGen (Ret'd) Herb & Marianne Pitts (\$500)
  - Queen's Own Rifles of Canada Association (\$500)
  - Maj (Ret'd) Murray Edwards (\$500)
- Gaming Grant Approved \$5,500
- Need to spend down the account by Aug 31, 2016
- Movie Night, 32 Cadets
- International Army Cadet Expedition (Kaplanchuck)
- Band, going strong
- 1<sup>st</sup> Aid, Came in 2<sup>nd</sup> at competition
- Marksmanship Competition, 3<sup>rd</sup> place
- Orienteering (Mar 13, 2016), Competition coming up
- Silver Star Expedition (Vernon), 8 Cadets
- TC 10K Registration, CSC will reimburse Parents for registration fees, bring receipt if needed.
- Spring Concentration (Band, Pre-Para, Marksmanship)

5 Treasurer's Report: Will

Current Financial Statement as of March 29, 2016 (Balance Sheet)

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Petty Cash	48.43
Gaming	6274.24
Chequing	3116.83
Savings	1874.81
Vimy 2017:	5003.31
Other	
TOTAL	16317.62

Query re: Tax exemption rebate, Tom will look into it.  
Adventure FTX information TBA

No Motion to accept the financial report, need to add some details to the income/expense report. Will have ready by April meeting.

- 6 Vice-Chair Report (Heather)  
Volunteer screening update, waiting on a few last items. Heather to submit applications ASAP. Some trouble collecting all the documents.

- 7 Director Fundraising Report (Robert)  
Tag day update  
Revenue nearing \$6000. Still \$1000 left to sell.  
Tom will ask parents if they can sell more. Must pay in advance.  
Tom will ask CO if we can have a table set up at one or two locations.  
Discussion about next year's dates. Not yet decided.  
Next year, need canopies in case of rain.  
Need more Langford locations,  
Invite Store Managers to ACR

Donation Requests ( RCL, Service Clubs, Individuals)  
Robert reminded us of the CO-Op number 80630  
Robert to look into charitable donations from COSTCO and Fairway Market  
Reminder to Parents to use the HQ building Bottle Bin, last year it brought in more than \$500 in addition to the \$1000 or so for bottle drives.

- 8 Director Canteen Report (Tracy)  
Have some left over Burgers and Chips  
Discussion about Sunday FTX Breakfast Support  
Tracy to load Grill and food  
Joe to get the Coffee with a solicitation letter by Tom.  
Tom will email parents about FTX breakfast invite

- 9 Director Public Relations Report (Heather)  
Heather working on a few articles including Kaplanchuck's Chile Expedition

- 10 Director Stores Report (Joe)  
No report

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- 11 Reports from other Directors at Large (Open)  
 Vimy 2017 coordinator (Robert)  
 Discussion about Westjet Coupons  
 Timeline to tight to finalize application details by April 1, 2016.  
 Motion to no longer pursue international aspect to Vimy 2017. Money to eventually diverted to general CSC operations or a regional event. (Tom). Seconded (Tamara) Vote 4 in favor, 2 opposed. Carried YES
  
- 12 Silent Auction coordinator Christmas Potluck Report (Tamara)  
 Tamara shared that we raised 2500 that night. Thank you letters were sent.  
  
 New Business (Chair)
- 13 GoFundMe: Michel –  
 Motion to donate \$1,000 to the family for the purpose of alleviating some financial strain incurred in the wake of her surgery. (Tom)  
 Seconded (Joe).  
 Tom will ask CO and family for an opportunity to share the purpose of the donation with the cadets.
  
- 14 ACL-BC Annual Conference (PILLARS): Sept 30-Oct 2, 2016, timings and location TBA  
 Bob shared some details, Parents highly encourage to attend
- 15 Cadet Retention, ,  
 Tabled until Brandon returns
- 16 Parent engagement  
 Ideas, name tags, creation of potential membership/volunteer coordination position
- 17 ACR Preparation
  - Letter invitations, Tom and Heather to send them out
  - Book Gunroom, Tom to ask CO
  - Potluck
  - Silent Auction, Tom to ask CO to designate staff to help, Heather to help co-organize.
  - Discussion to focus on one big silent auction next June, not at Christmas
  - Volunteers
  - Potluck Set-up need volunteers
  - Raffle? Tom will acquire license
  - BBQ, need volunteers
  - Photography, need volunteers
  - Auction need volunteers
  - Take down – all
  - Madeline to look at getting PA system
  
- 18 CO's (or designate) address to the CSC  
 No new information

19 Next monthly meeting: April 26, 2016; 6:20pm TBC

20 Motion to Adjourn 8:20 (M. Tom, S. Tamara)

//Original Signed By//

Tom Eccleston, Chairperson

2483 PPCLI RCArmyCC -- Sponsoring Committee

Dist List

CSC (Executive & Parents/Guardians), Corps Staff (CIC & CV), ACLC-BC