



2483 Princess Patricia's Canadian Light Infantry

Royal Canadian Army Cadet Corps

Corps Sponsoring Committee



Minutes – Monthly Meeting of Corps Sponsoring Committee (CSC)
Work Point Barracks – Seamanship Division Classroom

June 14, 2016 6:20pm

Attendance

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 (absent)
Director – Stores: Joe Tremblay (absent)
Director at Large: Nena Chavit-Mullin
Director at Large: Tamara McNay (absent)
Director at Large: Arlene Aylward (absent)
Director at Large: Bruce Dickey

Also in Attendance:

Capt Brandon McAuley
Jeannine Tremblay
Steve Barker
Mary Barker

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

1 / 5 Mailing Address:
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PO Box 36020
Victoria, BC V9A 7J5

Street Address:
2483PPCLI RC(Army)CC
445 Head St
Victoria, BC V9A 5S1

- 1 Call to Order (Tom)
- 2 Welcome to parents and guardians, Introductions (Tom)
- 3 Attendance
- 4 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.
- 5 Review/modify/adopt minutes of the previous monthly meeting (May 31, 2016) (Tom)
Motion to accept (Tom), Seconded (Kathy), Carried
- 6 Chairperson's Report / Old Business (Tom)
 - Thanks you...
 - ACR, Photos, Volunteering, BBQ, Reception, Bottle Sort (\$542.30) totaling (\$3780.50) in bottles for the year.
 - Correspondence
 - Linda Hansen: Tom read a letter from Linda thanking the CSC for recognizing and caring for her donated, large PPCLI badge. Linda is the widow of Ed Hansen.
 - Lysa Steffan: Tom read a letter from Lysa thanking the CSC for the gift card and the work we all do for the cadets.
 - Bruce Dickey: Tom mentioned that Bruce had given him DVDs of ACR and Band Comp. Copies also given to the HQ 'library'. Tom gained consensus for putting the videos online. There was some discussion about curating/preserving the historical photos and digital media. Some discussion about a 'cadet reunion' or 'nostalgia' evening of pizza and old videos watching. Will look at it in the fall.
 - Donations Received
 - PPCLI Association, Vancouver Island Branch -- \$1,500
 - Joe Tremblay – gave his 50/50 winnings (half of \$135.00) = \$67.50
 - Happenings
 - ACR, Sports night
 - Post-ACR ideas for next year:
 - Clarifying (before drawing) that the 50/50 winner should not feel the need to donate their winnings.
 - Invite VIPs earlier in the year (February) to get more attenders
 - Civilian RO (Jim Cambridge): a positive experience for all

- Will look for new RO in fall
- Need more volunteers to bring food
- More advertising of potluck, perhaps even a committee of coordinator
- Idea to make cadets more involved/responsible/accountable – handout.

7 Treasurer’s Report: Will

	<u>Monthly Financial Statement for:</u>	<u>June 14, 2016</u>
Petty Cash		\$48.43
Coast Capital Gaming Account		\$117.16
Coast Capital Chequing Account		\$3,978.94
Coast Capital Savings Account		\$1,875.91
	Total Cash:	\$6,020.44
Vimy Ridge 2017 Account		\$5,004.14
	Total Including Vimy Account:	\$11,024.58
Assets as Gifts in Kind - 2015/2016 Budget		\$0.00
	Total Cash + Assets:	\$11,024.58

- Some discussion about making some future purchases now to bring accounts down.

8 Vice-Chair Report (Heather)

- Heather working on a PR compilation piece for the Lookout
-

9 Director Fundraising Report (Robert, absent)

- Chocolates: Tom will contact Robert to see what the situation is.
- 50/50, Tom will complete and submit the summary report
- Gaming summaries: Tom will submit the gaming summary after the year end.
- Meat Draw: No information, Tom will either contact Robert or the Legion to cancel our involvement.
- Tom to talk with Robert about chocolates in banks,

10 Director Canteen Report (Tracy)

- Business as usual

11 Director Public Relations Report (Heather)

- Lookout article in progress

12 Director Stores Report (Joe, absent)

- Tom gave silver VP button collection to Jeannine
 - Bruce suggested maybe taking the cadets on a base tour to see the buttons on a uniform in the museum, and then swimming
 - Some discussion about maintaining the digital photos and other memorabilia
 - Discussion of designating a Director of Media next year
- 13 Reports from other Directors at Large (Open)
- Other Business (Chair, Open)
- 14 -
- 15 New Business (Chair, Open)
- Tax exemption application – Tom will do this with Heather
 - Insurance Certificate Requests – Tom will do this
 - Finalize year-end reports – Tom and Will will do this
 - Recruit-Advertise: Lookout/MARPAC activity guide (budget)
 - o Heather to prepare ads for free papers and make ready an advertisement card for papers or printing – network with Richard Asselin
 - o Discussion on effective recruiting vehicles
 - Facebook,
 - Gift cards for bringing a friend,
 - Word of mouth / networking
 - MARPAC Family Fun Day: book with MFRC
 - Website update
 - o Tom to ask parents for any help
 - 2016/2017 Training year, budget (CO's address) (see below)
 - o
 - Silent Auction for Christmas 2016
 - o Jeannine Tremblay to lead this campaign with Heather
 - Discussion about supporting FTX dinner rather than breakfast
 - Update Inventory of CSC and Corps Assets
 - PILLARS conference October 14-16, Location TBA – information on Army Cadet League BC website.
 - Garth Eichel has volunteered to take portraits this fall...November CO's parade?
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- 16 AGM date: October 11, 2016
- Executive positions, future thinking (PILLARS)
 - o Tom shared news from Robert that he was thinking of not being on exec next year.
 - o Tom shared that he would not accept re-nomination for Chair for himself. Will be around in 'past-president'/at-large role.
 - Bylaw change proposals...
 - o Volunteer Coordinator
 - o IT Director

17 CO's address to the CSC

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- Presented the first draft of the Training Year dates and financial needs
- Q and A from Parents – lots of support
- Motion to authorize \$6000 dollars advance support for purchases this summer that support next training year. (Tom). Seconded (Heather) Carried.
- First CO's parade, Oct 18, 2016

18 Next monthly meeting: September 6, 2016; 6:20pm TBC

19 Motion to Adjourn at 8:20 (Tom), Seconded (Will), Carried.

//Original Signed By//

Tom Eccleston, Chairperson

2483 PPCLI RCArmyCC -- Sponsoring Committee

Dist List

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