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**MINUTES 23/04/11**

(CaSG Meeting started 18:05 with Minutes accepted from 5/3/12. Recruit Night incorporated).

**Apologies**: Katie Drew, Don Watts

**Introductions**: Bob Galbraith, Claire Collins, Lyn Alley, Lea McCulloch (and Katie and Don) and Ken Helsby (who will fill in for Bob when he visits other Units as he actually covers the North side)

**Attendance**: **CaSG**: Lea McCulloch, Lyn Alley, Carole Baker, Lyn Nock, Elsa Durr, John Arnfield, Claire Collins, Bob Galbraith, Ken Helsby (Recruit Night also had New Families in attendance)

**Treasurer’s Report**:

Total: $7100 Expenses: (as below)

* $1000 = SPSCU Shirts. (Bob) Can be worn to School on Mondays with DPCU (Camo) Pants. MUST BE TUCKED IN. Cadets must change to DPCU shirt for Parade.
* Name Tags. To be worn above right shirt pocket.
* New Printer purchased.

**Old Business**:

* **Electronic Forms**: Past History required lots of handwritten forms. In 2012 aiming to change to electronic for Activities/Camps once new Forms submitted. These can then be saved (by Claire) and printed as required after giving to Parents to check, amend as applicable and sign. A Folder can then be submitted to Headquarters electronically and decrease paperwork. Paperwork is subject to change around Annual Camp (September).

School laptops are compatible. Outside emails are bouncing .Other Form info (see further on)

* **Recruitment numbers**: Last month 4, tonight 5.
* **Recruitment advertising**: Newsletter items being submitted weekly (Lea), reminders in Daily Notices (Claire), ECMS available for ‘big events’ only (Lea),

**General Information available**: a) for **Cadets**: Student Common Drive/Cadets (not available for Parents): b) for **Parents:** Newsletter (Extracurricular/Cadets): Email: Parent Lounge

* **Sausage Sizzle:** Roster drawn up for Monday nights. $1.50 per Cadet for Sausage/Drink – extras 50c. IOU’s available if money forgotten. Cakes provided by Parents for free (thanks and also...) Thanks to Katie Drew (cleaned Trophies), Elsa Durr (provided Tea/Coffee etc) and Sheldon Marles (taken over as Q Master).

**Upcoming Events:** (lead up to the Events)

* **History of Unit** – Teachers then AAC ran Unit, decreasing numbers 15-20 but tonight with new recruits nearly 30. Push this year with increasing numbers and rebuilding Unit. Change of Parade times due to unavailability of Staff and clashing with Cadet Schedules. Now Mondays 5pm – 7:30 pm.
* **FORMS** - Need to complete paperwork - all Files being built up and updated. Various and numerous Forms explained i.e. Action Management Plan has been replaced by Health Management Plan (for any ‘condition’ requiring treatment e.g. Asthma, Allergies etc and this replaces a Medical Exam, but if more information is required, follow up with a Doctor may be advised but this will be discussed with the individual Parents). A Health Declaration Form is no longer required.
* **ANZAC day /Battalion Bivouac long weekend** – (Bob) New Recruits allowed to attend both. Venue for Bn camp changed from St Pauls School (various reasons including X country event at School) to Murrenbong Scout Camp. Joining Instructions (JI) have been/will be emailed.

Sandgate – meet at the car park of the RSL (not Woolies)

Battalion weekend – 300 + Cadets. Old Petrie Town 18:30 will bus to Murrenbong (see Instructions when emailed). Activities will include: laser skirmish, water activities, Zodiacs and canoes, Rock climbing, Archery, Medical scenarios....

Ration packs – each Cadet to supply their own (further information has been/will be emailed with Joining Instructions)

* **Recruit Camp/Barrier Test/JLC** – TBA
* **SPS Fair** – August - Bob is School contact with Fair Committee, lots of events have been planned as Cadet Unit’s 40th year. Other Units to help.
* **Recent events** – Nanango Camp, Catafalque Party Practice (SPS), Enoggera....
* **SPS only event** – CUO Bryn Arnfield organising Moreton Island
* **Some events optional, some are requirements -** Annual camp in September. Recruits do Tier 1 and Senior Cadets Tier 2 +/- Tier 3 ... requires commitment from children.
* **(Other)**
	+ **Camp costs** – only for outside Cadets(not SPS)
	+ **Annual fees** – increase in annual fee

**Other Supporter Group Events/Fundraising Activities:**

* Jerseys
* Entertainment books
* Sausage sizzles Woolworths/Bunnings – opportunities available when we fundraise

**New Business:**

* **Date claimers:** as above
* **Purchases –** First Aid equipment.....
* **Duke of Edinburgh Scheme** – Gold/Silver/Bronze
	+ Must be 14 years of age to start program
	+ Sport commitment not included through Cadets
	+ School and Cadets linked
	+ Vince Attley will sign books.
* **Volunteer status** – Paperwork in process for Sheldon/Lea

**Next Meeting**:

* ‘No’ vote for the 30th April (extra meeting was only scheduled for planning Bn weekend when it was to be held at SPS)
* **Next meeting will be 21st May.**

**Close of Meeting: 7:05 pm**