



HEADQUARTERS NORTH CAROLINA WING  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
3520 Alamance Road  
Burlington NC 27215



1 October 2020

MEMORANDUM FOR NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: NCWG CAC/Chair

SUBJECT: CAC Meeting Agenda for 11 October 2020

1. The 2020/2021 North Carolina Wing Cadet Advisory Council will hold their first meeting via Microsoft Teams on 11 October 2020, from **2000-2100**. The uniform of the day will be ABUs/BDUs. The agenda, as approved by the NCWG CAC's Senior Advisor, is as follows:
2. OPENING BUSINESS
  - a. Welcome
  - b. Introductions of 2020-2021 NCWG CAC Leadership, MARCAC Representatives, and NCWG CAC Senior Advisor
  - c. Roll Call
  - d. Review and approval of Previous Meeting's Minutes
  - e. Squadron Reports: One minute for squadron primary representatives to discuss why they joined CAC and/or what they hope to get out of this term
3. OLD BUSINESS
  - a. Review of Tabled Committees from Last Term
  - b. Review of Proposals at Higher Echelons
4. NEW BUSINESS
  - a. Parliamentary Procedures and Robert's Rules of Order
  - b. Conference Call Etiquette
  - c. Wing Conference Challenge Coin Committee
  - d. Open Floor
5. CLOSING
  - a. Next CAC Assemblage:
    - i. Date: 14 November 2020. Time TBD.
    - ii. Location: Wing Headquarters or via Microsoft Teams.
  - b. Upcoming Events:

- i. 26 December 2020 to 2 January 2021 -- Joint NCWG/VAWG Winter Encampment
- c. Homework:
  - i. Review CAPP 52-19, CAPR 60-1, and [Leadership in Committee](#)
  - ii. Brainstorm Ideas for Committees for November Meeting
- d. Adjournment

//SIGNED//

JACOB M.C. HOERNLEIN, C/Capt, CAP  
North Carolina Wing CAC Chair

cc: NCWG/CC  
NCWG/CP  
NCWG/CPA