

École Parc Élémentaire Fundraising Society Meeting

November 29, 2023- School Library 7:24 PM

Attendees

Amanda Shand - Chair
Jasmyne Garbe - Treasurer
Danielle Rusk - Secretary
Tandy Atchinson- Principal
Jade Jordan - Assistant Principal
Ralph SoroChan - Trustee

Absent

Rebecca Millburn - Vice Chair
Jennifer Dechaine - Member
Amy Archibald - Member
Melanie Redfearn - Member
Michelle Poitras - Hot Lunch Cor.

Last Meeting Follow-up

Approval of minutes October 11, 2023 -Deferred to next meeting

Additions and Approval of the Agenda

No Additions

Approval of Agenda October 11, 2023 - Deferred

Treasurer's Report: - Jasmyne Garbe - Treasurer

1. Available Savings Bank Account: \$3,036.07 (Doesn't include the stipend cheques to be paid)
 2. Casino: = \$ 79.19 left of this revenue
 3. Green Space Funding: \$3,798.19
 4. Land Based Learning Funding: \$140 left over, roll this over to General Account
 5. Monthly Food Resource Budget: \$646.84
 6. Wix Account: \$2,163.21
 7. Paypal Account: \$613.26
- Signing has been transferred over
 - Jasmyne is currently the only one that has unrestricted banking access, possibly should open this to the treasurer, president and vice chair.
 - Looking at opening a merchants account
 - Still looking into options for the proper bank account for the playground expansion project
 - Wasn't able to find a way to do the raffle for the Christmas concert without breaking the banking so we won't do it this year

Principals Report: Tandy Atchinson- Principal

1. \$1,020.74 of surplus money that was given to the school by the school council at some point but there are no details or paper trail as to why. Wondering if this could be used for the Movie Night costs then it would be cost sharing.

ACTION: Amanda to do an email motion to members to see if funds can be used to cover Movie Night Costs.

Fundraising Reports

1. Spirit Wearl - Danielle Rusk

- a. Didn't have as many orders as previous years but did have a fair bit. Will need to wait till we receive the invoice from ID apparel to determine our actual profit.
- b. Orders should be ready before the Christmas Break

2. Farm To School - Marie Claude West/ Rebecca Milburn

- a. Deferred to next meeting neither Marie Claude or Rebecca present for update

3. Tru Earth - Amanda Shand

- a. Going as usual

Hot Lunch Report - Amanda Shand on behalf of Michelle Poitras

- a. 219 orders with revenue of \$893 for Panago
- b. 182 orders with revenue of \$810 for Sky High Donair, we did experience some logistical errors with them though
- c. Signed up for an information session with Lunch Box, they do most of the work for us when it comes to hot lunches. Takes a lot of pressure off the Hot Lunch Coordinator. If you do 6 months they give you a \$150 credit towards your fundraising. Will discuss this at a later date to see if it's something we want to move to.

Green Space Updates - Jennifer Dechaine

1. Deferred to next meeting as Jennifer was not present for meeting

Teacher Appreciation - Grizzly Greatness - Amanda Shand

1. Will be working on the Grizzly Greatness forms
2. Teacher's stipend has been approved by the board so we will get that going in the New Year.
3. Zen Den - Needs to be restocked, maybe some Christmas snacks for the staff. There is a tote in there full of granola bars but they contain nuts. (Will see if we can donate to the food bank) **Tandy and Jade to email Amanda with their preferred snack choices for the staff.**

Pantry Items and Co-op funds - Amanda Shand

1. Amanda has been checking in with Sherri periodically to see what supply levels are like. Students don't seem to be using this as much as they used to. Perhaps we can use some of the money from this fund to restock the Zen Den snacks.
2. Want to look at doing a fundraiser for the Food Bank "Cram the Van" waiting to hear back from dealerships to see if they will loan us the vehicle.

ACTION: Amanda to send an email motion to stock the Zen Den with snacks and what funds will be used to do this.

Casino - May - Melanie Redfearn

1. Deferred to next meeting as Melanie was not present at meeting

Questions:

None

Next Meeting:

January 24th 2024 @ 7:30 PM

Meeting adjourned - 7:48 PM



Further Actions:

1. Tandy and Jade to email Amanda a preferred list of snacks for the staff to stock up the Zen Den

Motions:

The balance of 1020.74\$ which is already in the EPE accounts and allocate it towards offsetting the cost of the 2023 family movie night revenue. (Via email)

Motioned by: Amanda Shand

Seconded by : Melanie Redfearn

Voted: All in Favour

MOTION PASSED