

FUNDRAISING minutes

19 SEPTEMBER 2023 / 7:15-8:20PM / SAM Library

ATTENDEES

Principal: Dawn Rothwell

Vice Principal: Cam Makovichuk

Linda Marchand

Celeste Fowler

Pauline (Paula) Requa

Britney Mitchell

Tarena Martin

Stacey Addison Fortuin

Stephanie Morris

Randi Shuttleworth

Darla Loewen

Sean Cheyney

Jazzie Buller

Teacher: Kim Robertson

AGENDA

Approve agenda as circulated

Linda approves

Stephanie seconds

No one opposes

Approved last meeting minutes

Previous meeting minutes approved:

Linda approves

Stephanie seconds

No one opposes

Board Member Elections

Chair: Stephanie Morris

Co-Chair: Linda Marchand

Secretary: Paula Requa + Ian Chamberland

Treasurer: Jazzie Buller

Volunteer Coordinator: Sean Cheyney

Treasurer's Report

- **Main:** \$26,476.09
 - Everyday ins/outs + operation costs, not AGLC related. Can be applied to anything
- **Casino:** \$26,054.21
 - funding allocation must meet specific requirements
 - ~\$17,000 to go towards swimming lessons for all students.
- **Playground:** \$13,092.72
 - Some playground equipment is at half-life, need to begin saving for new playground equipment
- **Allocations:** \$30,590.42

Admin Report

- seeking ways to attract volunteers, fundraiser ideas, and increase attendance/participation in fundraisers; these fundraisers are important and impactful. Some examples:
 - Swim lessons approved for all students. Older students will begin lessons first, the schedule is not yet finalized but discussions with Fountain Park are ongoing.
 - STEAM lab (funded last year)- once per week opportunities in the STEAM lab are being offered to cohort grades on a multi-month rotating basis, currently beginning with K-2. Lots of new, fun opportunities to explore as the year progresses (robotics, coding, engineering, art etc). Hoping to explore the idea of having a **'Family Code Night'**
- Phys.Ed staff have some ideas for funding allocation; *Jazzie has spoken to them and acquired that information*
 - Lise is looking into new Jersey/pinnie options. Companies were unable to have samples for tonight's meeting but **(ACTION ITEM:)** *she is hopeful to be able to have something for October to show us along with pricing.* - Current pinnies are quite small, suitable for Div 1 but not great for bigger Div 2 kids
 - Suggestion was put forward in regards to funding a new Bluetooth sound system for the gym. Maryann has given an estimate of \$1000 for equipment. **ACTION ITEM:** *Dawn and Cam to look into this more and see what, if anything, needs to be an ask from fundraising*

Budgets:

General Float: Proposed increase to **\$300**

Linda approves

Stephanie seconds

No one opposes

Basket Raffle Supplies: Proposed up to **\$200**

Linda approves

Stephanie seconds

No one opposes

Liquor Basket: Proposed amount **up to \$500** (*this amount was sufficient*)

Linda approves

Stephanie seconds

No one opposes

Insurance : Proposed up to **\$1200**

Linda approves

Stephanie seconds

No one opposes

Cupcake Day: proposed up to **\$100/month** (*as needed. Also used to supply allergen friendly products*)

Linda approves

Stephanie seconds

No one opposes

Halloween Dance: \$300 pie face, \$800 DJ/Decor/Prizes, \$800 Concession; **total \$1900**

Linda approves

Stephanie seconds

No one opposes

Freezies: would like to stock up on freezies for the future from Save-on ~\$1.50/box (Reg. \$7) **Response:** Thus far have been unable to find them, but **(ACTION ITEM:)** if someone finds them, email the date, location and price to samfundraising@spschools.org

Linda approves

Stephanie seconds

No one opposes

Meeting Treats: proposed **\$50/month** (this is currently sufficient)

Linda approves

Stephanie seconds

No one opposes

Fundraisers:

- **Cupcake day** schedules are ready for staff tomorrow (Sept 20) and will be distributed later this week. One cupcake day will fall on the day immediately after Halloween (sorry teachers)- likely will sell less this day. **ACTION ITEM:** we need to start getting committed volunteers
- **Skip-the-depot** fundraising is ongoing
- **Boston Pizza Fundraiser** is ongoing; 5% pre-tax on receipts, liquor and gift cards not included. Volunteer requirements are minimal (twice per year form submission + calculation)

ACTION ITEM 1: See about putting a box at Boston Pizza to collect receipts; consider approaching the Grenier location first.

ACTION ITEM 2: find a volunteer to take over this fundraiser

GENERAL NOTES

- **Previous year's efforts are unsustainable.**
 - Moving forward there will need to be boundaries surrounding deadlines for volunteer fulfillment, otherwise events will be canceled.
 - **Idea/Action Item:** Consider using sign-up genius more. Add in volunteer slots far in advance to help combat volunteer shortage challenges. Dawn and Cam to add links to newsletters and website
 - Two attendees offered to help with volunteer recruitment.

- ‘Next Meetings’ listed in the agenda; The Fundraising Committee will meet every THIRD TUESDAY of the month, alternating start-times with Parent Council (6pm/7pm). Next meeting is Tuesday October 17th @ 6pm

ACTION ITEMS

Action items are highlighted throughout the document in this colour.

Meeting Adjourned: ~8:20pm
Next meeting October 17th @ 6pm