



Sturgeon Heights Fundraising Association (SHFA) Meeting

May 15, 2023

50 Hogan Rd, St. Albert, AB

Attendees:

In-Person: Christine McMurren, Sara Townsend, Shayla McRitchie, Kerri Trombley, Stephanie Cordova, Aaron Chute, Trish Murray-Elliott, Crystal Belanger, Chair - Alice Funk

On-Line Attendees: Jolyn Hyrich, Melissa Knezacek, Cheryl Reiter

Call to Order: 18:34

Treaty 6 Land Acknowledgement: 18:35 - Stephanie Cordova

Additions to Agenda: None

Approval of Agenda: Stephanie Cordova, Melissa Knezacek

Approval of Minutes (April 17, 2023): Christine McMurren, Shayla McRitchie

Administrative Report:

Aaron

- The Forest Warden forest clean up was a huge success and it would be nice to supply them with lunch.

Aaron moved to spend up to \$115 on hot dog lunch for Forest Wardens. Seconded by Stephanie. All in favour. Motion carried.

Treasurer Report:

See financial statements, presented by Stephanie Cordova at the meeting.

Chair Report:

-We are still in search of a Treasurer and Fundraising Coordinator



Snack Shop Report:

- Moved supplies to Kitchen where Sigis was before. Sigis is now where we were.
- Now that we have 2 new popcorn machines we should sell our old one. Alice to sell the old popcorn machine online.

Hot Lunch Report:

- Last hot lunch was KFC. Went really well. Only concern was some were cold.
- Tomorrow is Boston Pizza.

Purchasing Report:

- We will ask teachers to ask kids for show of hands during announcements on the morning of track and field to see who is planning to purchase lunch so that we can get rough numbers of how much to cook
- Shayla asks if we could pay for K-4 to have a frozen treat on their June 16 field day

Sara moved to spend up to \$200 on frozen treats for K-5 field day.
Seconded by Jolyn. All in favour. Motion carried.

Scheduling Report:

No updates

Website Report:

- Website is up to date except for March Minutes. Jolyn will update.
- Jolyn to upload all minutes to Google Drive

Fundraising Report:

- Break a Rule Day was a success, we raised approximately \$2700. Thanks to Sara for leading the idea.



Old Business:

NA

New Business:

- Kona Ice Day
 - o Looking at June 19/20

Sara moved to increase the original agreed on spend for Kona Ice of \$1100 to \$1500 due to inflation. Seconded by Melissa. All in favour. Motion carried.

- \$200/teacher for classrooms
 - o Some teachers have been looking for clarification on what this money can be used for. Aaron states that it can be used on anything as long as it is about improving the students life in the classroom. Every teacher has an equal amount and it's up to them to use the funds as they see fit. Aaron will make this clear to the teachers.
 - Acceptable examples discussed are: using the funds for a bus or field trip or a class biking to Lions Park and the teacher providing their lunch.
- SHS T-Shirt for every student
 - o We will work with Miss Bailey on this as she has been the one to handle it in the past.
- Child Care at Meetings
 - o We can provide child care at meetings and need to find out if it would be used.
 - o Sara to post a survey on Facebook asking if child care is a barrier for parents to attend meetings and if parents would attend meetings if there was child care available.
 - o Alice to create survey. Survey will also include info about AGM.
- Parent Liaison
 - o An option to consider for next year would be having a parent liaison for each class.

Next Meeting: June 19, 2023



Please note the meeting will commence immediately after completion of the Parent Council Meeting and as such start time may vary by 15 minutes.

Meeting Adjourned: 19:15

Future Meeting Dates:

June 19, 2023

*minutes taken by Jolyn Hyrich



Cash Flow

Sturgeon Heights School Fundraising Association

Date Range: Apr 01, 2023 to Apr 30, 2023

CASH INFLOW AND OUTFLOW	Apr 01, 2023 to Apr 30, 2023
Operating Activities	
Sales	
Fundraiser - Dieleman	\$342.65
Hot Lunch	\$2,102.11
Staff Appreciation Event	\$300.00
Total Sales	\$2,744.76
Purchases	
School Dance	-\$25.20
Total Purchases	-\$25.20
Inventory	
Payroll	
Sales Taxes	
Other	
Net Cash from Operating Activities	\$2,719.56
Investing Activities	
Property, Plant, Equipment	
Other	
Net Cash from Investing Activities	\$0.00



Financing Activities	
Loans and Lines of Credit	
Owners and Shareholders	
Other	
Net Cash from Financing Activities	\$0.00

OVERVIEW

Starting Balance	
Checking Account	\$17,472.75
Total Starting Balance	\$17,472.75 As of 2023-04-01
Gross Cash Inflow	\$2,744.76
Gross Cash Outflow	\$25.20
Net Cash Change	\$2,719.56
Ending Balance	
Checking Account	\$20,192.31
Total Ending Balance	\$20,192.31 As of 2023-04-30



Account Balances

Sturgeon Heights School Fundraising Association

Date Range: Apr 01, 2023 to Apr 30, 2023

ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
Assets					
3D Printers	\$2,705.32	\$0.00	\$0.00	\$0.00	\$2,705.32
Basketball Courts - South	\$6,703.43	\$0.00	\$0.00	\$0.00	\$6,703.43
Checking Account	\$17,472.75	\$2,744.76	\$25.20	\$2,719.56	\$20,192.31
Kitchen Refurbish Fundraiser	\$454.58	\$0.00	\$0.00	\$0.00	\$454.58
Outdoor Classroom	\$20,098.11	\$0.00	\$0.00	\$0.00	\$20,098.11
Total Assets	\$47,434.19	\$2,744.76	\$25.20	\$2,719.56	\$50,153.75
Liabilities					
Shareholder Loan	\$26,166.19	\$0.00	\$0.00	\$0.00	\$26,166.19
Total Liabilities	\$26,166.19	\$0.00	\$0.00	\$0.00	\$26,166.19
Equity					
Total Equity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income					
Fundraiser - Dieleman		\$0.00	\$342.65	\$342.65	
Hot Lunch		\$0.00	\$2,102.11	\$2,102.11	
Staff Appreciation Event		\$0.00	\$300.00	\$300.00	
Total Income		\$0.00	\$2,744.76	\$2,744.76	



Expenses			
School Dance	\$25.20	\$0.00	\$25.20
Total Expenses	\$25.20	\$0.00	\$25.20
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Total for all accounts	\$2,769.96	\$2,769.96	