



Sturgeon Heights Fundraising Association (SHFA) Meeting

October 16, 2023

50 Hogan Rd, St. Albert, AB

Attendees:

In-Person: Chair - Crystal Belanger, Trish Murray-Elliott, Adrianna DeLuca, Shayla McRitchie, Melissa Knezacek, Sara Townsend, Dan Stephen, Stephanie Cordova, Lyndsey Baron, Christine McMurren

On-Line Attendees: Jolyn Hyrich

Call to Order: 18:33

Treaty 6 Land Acknowledgement: 18:33 – Trish Murray-Elliott

Additions to Agenda: None

Approval of Agenda: Stephanie Cordova, Sara Townsend

Approval of Minutes (September 2023): Sara Townsend, Melissa Knezacek

Administrative Report:

All staff were informed of the SHFA classroom funding and are now aware how to obtain the funds and what is a qualifying purchase. All staff were very grateful and pleased to have access to an extra \$200.

EMAIL VOTE - Sara motioned: We will provide childcare as an option during all Parent Council meeting nights and pay the babysitters \$10 an hour. All in favour, motion carried.

Treasurer Report:

Bank balance is \$18,181, less the cheque that was given to Dan tonight for the school t-shirts (\$3,300). Actual balance once cheque is cleared will be \$15,576.

Chair Report:

Melissa is now authorized for signing.

EMAIL VOTE - Alice motioned: Crystal will stay on as Vice Chair. Crystal accepts. All in favour, motion carried.

Crystal will have restricted signing authority to eliminate any conflict of interest in her position as Shopper.



Hot Lunch Report:

Boston Pizza brought in sales of approximately \$3,000, our profit was \$602.

Mr Sub brought in sales of approximately \$2,743, our profit was \$352.

There have been lots of new volunteers offering to help.

Some parent feedback is that we should provide more options for children with dietary restrictions, specifically low carb options for those with diabetes. Christine has found some new restaurants to better accommodate dietary restrictions, which we will see in the near future.

Upcoming lunches include:

Mucho Burrito, October 26

Shumka, November 1

Rice Bowl Deluxe, November 23

Chopped Leaf, November 29

Christine is prioritizing getting a hot dog and/or hamburger day arranged. She is working with June to set a date. We will put a large focus on ensuring our kitchen and cleaning is above standard for the safety of all children. Last year a health inspector visited on hamburger day and suggested we get test strips for bleach so that we know the concentration of our cleaner. It was also suggested that our hand sinks do not have adequate supplies for hand washing.

It is noted that a manual of sorts should be created about how to run hamburger/hot dog days for future board members to reference.

Purchasing Report:

We are winners of Co-op's Back to School Good Buy to Hunger contest, which awarded us \$4,165.27 in Co-op gift cards. Krista will obtain gift cards from June on a weekly basis for shopping. Last year our breakfast program spent approximately \$2,000. These gift cards do not expire and based on last year's costs, will last us 2 years worth of breakfast program shopping.

EMAIL VOTE - Alice motioned: to supply fruit for the Oasis center with a budget of \$50/week. All in favour, motion carried.

Scheduling Report:

Sara is working on scheduling volunteers for the upcoming Book Fair. volunteers.

Website Report:

New hot lunch dates have been added to the website. All future meeting dates have been added. Teaser Purdy's fundraiser info was posted, Jolyn will post the dates.



Fundraising Report:

Purdy's will run November 1 - 28.

We have two options for an ice melt fundraiser: JetBlue and Bear Trax. The info about each is as follows:

Jet Blue

20kg Bag

56/Pallet

\$13.50

Order deadline: none, year round

Bear Trax

16 kg Pail

60/pallet

\$17.50

Order deadline: October 31, 2023

The board collectively agrees to go with JetBlue, as they charge us less for more product, and they are a local company.

The option to run a poinsettia fundraiser through Salisbury is discussed. The board unanimously decides that this would not be a beneficial endeavor because it's a lot of work, and we already have two other fundraisers running at the same time.

Sara spoke to a parent from JJ Nearing Catholic School and learned that they hosted a Spellathon last year which raised \$17,000. We are interested in doing this in the Spring.

Old Business:

N/A

Next Meeting: November 20, 2023

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

Meeting Adjourned: 19:05

Future Meeting Dates:

January 15, 2024

February 12, 2024

April 15, 2023

May 13, 2023

June 17, 2023

Recorder of Minutes: Jolyn Hyrich