

**PFA Meeting Meetings**  
**Monday, February 22, 2021**

Call to order at 4:35 PM. Online meeting with Google Meet

**Attendance:** Crystal Belanger, Cheryl Reiter, Melissa Knezacek, Shannon Requa, Stephanie Cordova, Kerri Trombley, Maurie Hornland-Grueber, Greg Hebb, Christina Monai

**Absent:** Tim vanBruggen,

**Approval of agenda:** Move to approve the agenda: Tabled  
Second: Tabled

**Approval of minutes:** Move to approve the minutes from January 2020: Cheryl Reiter  
Second: Melissa Knezacek

**Admin Report:** Presented by Shannon Requa and shared with Kerri Trombley

- Dare to Care program is underway, Kerry is setting up a schedule and getting things setup. Want to emphasize that it's funded from PFA
- Our first Dare to Care virtual session is on Thursday, February 25th
- April Sylvester is the lead for our sign (in the parking lot). The letters are getting damaged and hard to slide in and out. We require new letters and the cost is approximately \$1,400.
- Request for a cord for a duplicate projector capability (for class and the cost is \$67. It's been purchased however the school would ask that the PFA reimburse.

**Treasurer report** – Tim is absent. Crystal Belanger reported. Books are being audited. 3 contacts from (Sturgeon Heights parent group) came in to audit the books. There is one who is currently working on the books. Tim is stepping down from his position and we will require a new Treasurer beginning September 2021.

Balance in the bank account is \$32,770.24.

**Hot Lunch Report** – No report due to time constraint

**Snack Shop Report** - No report due to time constraint

**Scheduling Report** – No report due to time constraint

**Fundraising Report** – Presented by Melissa Knezacek

- Two fundraisers currently going on
- Cookie dough – will make about \$1,200 profit. Closes tomorrow. Melissa will work out distribution. Second week of March

- Seed has a profit of \$300. Not a big seller. Easy distribution as they are light and easy to send with the kids.
- Take a break with all of March until the end of Spring Break for fundraising opportunities.
- Will table fundraising suggestions for March meeting.

### **Website Report**

Stephanie will post the January meeting minutes. Everything else is up to date.

### **New Business –**

**Insurance** – not going to purchase insurance this year because it doesn't benefit us. It doesn't include fraud insurance. Fraud insurance would be additional on top of, policy and cost. Next September there will be policy that will include both. Insurance covers us as liability and we are not doing a lot of things right now.

Crystal is going to shop around for insurance for something that fits for our needs and requirements.

Insurance covers parents who volunteer on site.

Fraud insurance is important.

A bigger bank balance leaves us open to a large deficit in the event of a fraud.

Some ideas to spend the bank balance.

- Learning garden revamp
- Revamping the basketball courts
- Large play equipment for outside (loose parts) building equipment

Shannon will put together a list of ideas for revitalizing our learning garden, for the new kindergarten program. St. Albert Nature School is renting space from SHS for their Pre-K. They will do twice a week.

Shannon mentioned a chicken coop potentially on the school site.

Shannon mentioned moving the swings from the north side to the south side.

### **Proposal Approvals:**

Cheryl Reiter made a motion to cover the cost of letters for the parking lot sign of \$1,400.

Melissa Knezacek seconded it.

All in favor.

Melissa Knezacek made a motion to cover the cost of the cord for the projector duplication of \$67.

Cheryl Reiter seconded it.

All in favor.

Stephanie Cordova makes a motion to cover the cost of outdoor playground toys/equipment for each classroom in the amount of \$150-200 per classroom. This would include the cost of the bucket, chalk, balls.

Cheryl Reiter seconded it.

All in favor.

Meeting Adjourned: 5:29 PM

Recorded by Stephanie Cordova