

STURGEON HEIGHTS PARENT FUNDRAISING ASSOCIATION

General Meeting Minutes

May 28, 2018

- 1. Meeting called to order: 6:31pm by Jocelyne Pare**
- 2. Welcome and Introductions.**
- 3. Additions to Agenda - none**
- 4. Approval of minutes - Jocelyne Pare, Allissa Fletcher**
- 5. Administrative report - Jon Konrad**
 - a. Gazebo: Got close to grant \$ amount with tables and chairs, ordered a while ago, put ~\$12k on school credit card, certified cheque for balance was sent this week by Tim
 - b. Garbage cans for gazebo: trying to get same as outside the school from the school division, if not will get from somewhere else, Jonathan Konrad to follow up on this. Looking at about \$500-600 each, getting around three of them.
 - c. New school shirts will be done for next year. Colours were discussed, school will pick colours.
- 6. Treasurer's Report - Tim Van Bruggen (absent)**
- 7. Snack Shop - Jody Greschuk**
 - a. Track meet: elementary orders were low beforehand but everything went well on the day of. We should always be prepared for extra orders as we seemed to run short a little bit. Kids loved the big hot dogs
 - b. Close date is June 26 - will gradually reduce on food, not buy new stuff, keeping it open this long for special donut day on June 25, still very short on volunteers
 - c. At end of meeting there was a short discussion on too many student volunteers in snack shop at one time, some had been sent away. Advised to allow younger students of parent volunteer but limit older Jr high/Gr 6 volunteers so it's not too crowded. Mr. Konrad will monitor as necessary.
- 8. Hot Lunch Report - Angela Baldwin (absent)**
 - a. Jocelyne to send dates to Allissa, Edo upcoming
- 9. Scheduling Report - Jill Samuel (absent),**
 - a. Still need more volunteers.
 - b. Jocelyne was making stickers for agenda but prices from Staples were really expensive, will try looking on Amazon or potentially at cost of custom stamps.

Jonathan Konrad to find out from June if the school has a good deal on stickers (ie address labels). Joc will also get June to send in an email about Sept AGM.

10. Website Coordinator Report - Crystal Belanger (absent)

11. Fundraising Report - Christine Toner

- a. Totals for fundraisers this year: Admazing savings was \$3418, Purdy's was \$4235.89, Popcorn Shoppe was \$774, Boston Pizza was \$137.71 (1 set of receipts to come). Deadline for Admazing Savings 2018/19 registration is end of May, need to commit for next year, all decided to commit so Christine will register. Price is going up, profit will stay same.
- b. PFA decided to give Purdy's Christmas fundraiser to school, which needs a new fundraiser. Easy to set up and good profit, leadership group could be involved. Christine Toner proposed idea, seconded by Pam.
- c. Popcorn fundraiser was too labour intensive for amount of profit made. Likely won't be done again.
- d. Future fundraising ideas include spring St. Albert Greenhouse basket or Little Caesars, both have good profit margin.

12. Old Business

13. New Business

- a. PFA positions for fall: Jocelyne, Christine and Angela stepping down; Jody, Allissa staying on; Tim and Jill likely to stay on. Will need to set up different signing authority with Tim. Jocelyne to assist as "Past Chair" position.

14. Volunteer Draw

- a. Only 6 people volunteered in March and April, only 5 volunteered in May.
- b. March winner: Katelyn Smith, April winner: Susan Bullock, May winner: Tannis Gardiner.

15. Adjournment: 7:30 pm. Next meeting is Sept. 17, 2018.