

STURGEON HEIGHTS PARENT FUNDRAISING ASSOCIATION

General Meeting Minutes

October 16, 2017

1. Meeting called to order: 6:18pm

2. Attendance:

- a. Present: Jocelyne Pare, Allissa Fletcher, Crystal Belanger, Jacyln , Kirsten Hayes, Angela Baldwin, Jonathan Konrad, Jennifer Bruinsma, Jody Greschuk, Tim Van Bruggen
- b. Absent: Jill Samuel, Christine Toner, Brittany Durelle

3. Additions to Agenda - none

4. Approval of Agenda - Jocelyne, Allissa

5. Approval of minutes - Jocelyne, Allissa

6. Administrative report - Jon Konrad and Jennifer Bruinsma

- a. Birthday gift bins for kids: PFA has in past paid for the small treasure chests of toys given out on birthdays as part of a fun birthday tradition. After reviewing the small cost and bank balance, PFA will go ahead and continue to support this. New items will be needed soon.
- b. Student snack shop helpers are still wanted. Suggested helpers get a teacher to remind the students about their helping day.

7. Treasurer's Report - Tim Van Bruggen

- a. Bank account balance is \$7194
- b. There's enough money for the birthday gift bins
- c. Huge thanks to Kirsten for helping to develop a great spreadsheet

8. Snack Shop Shopping _ Jody Greschuk

- a. Pricing is going well. June has been on top of emails reminding families about new prices. Hot dog days well received.
- b. New items: kids have been asking, Jody still on the hunt. Angela suggested Celebration cookies at dollar store.
- c. Halloween donuts are still a go.

9. Hot Lunch Report - Angela Baldwin

- a. Online ordering update: being set up now with names, further information still coming from company. Significant fees for PayPal so we will try to only include Visa option. We'll need a PFA email for this, Angela to set up a generic gmail and provide others with login info. There's a premade letter that can go out to parents.
- b. Kernels popcorn: buy for \$1, sell for \$2, good profit. We will try a Kernels popcorn day on Monday November 6 through the new hot lunch website as a trial. If successful may be a good model for travel club or leadership.

10. Scheduling Report - Jill Samuel

No report, Jill away today

11. Website Coordinator Report - Crystal Belanger

- a. No report as role has not been transferred from Tina. Jocelyne has asked April to help Crystal with this new role.

12. Fundraising Report - Christine Toner

No report, Christine away today.

13. Old Business

- a. Grant - still waiting. Should hear sometime in November (no specific date given)

14. New Business

- a. Snack shop prices: new prices are up and several emails have gone out about them.
- b. Teacher Appreciation Lunch on Dec 8: In the past we've done platters but they end up not being eaten. We will try an Italian themed lunch, as done in other years, with lasagna, caesar salad, garlic bread and desserts. Sign Up Genius to be used for salad ingredients, bread, desserts and beverages. Jocelyne to investigate Nitzza's Pizza for lasagna quotes. Reminder to provide gluten-free options and no nuts due to allergies.

15. Volunteer Draw

- a. Snack Shop draw to be drawn by Jill Samuel.
- b. Hot Lunch draw to be drawn by Angela Baldwin.

16. Adjournment: 6:45 pm