Sturgeon Heights Parent Fundraising Association

April 24, 2017

1. Meeting called to order 6:34pm
2. Welcome and Introductions
3. Additions to agenda - Mr. Sub Hot Lunch date change from 25th-18th due to Track Meet rain out dates.
4. Approval of Agenda - Christine Toner and Kirsten Hayes
5. Approval of Minutes - Pam Ryks-Paquette and Kirsten Hayes
6. Administrative Report - Jon Konrad and Jennifer Bruinsma
   1. High Flyers Awards - have previously been one large draw at the end of the year (ipod, chrome book). Would like to have one $75 draw for each division instead of only one for all. Possible prize would be activity plus a gift card (ie: waterpark admission plus chapters gift card). The board approved this.
7. Treasurer Report - Tim Van Bruggen
   1. Current balance $40,793.04
8. Shoppers Report/Snack Shop - Jody Greschuk and Shauna McCollum
   1. Track meet shopping (Jody and Pam) Some new items this year.
   2. Burger Day on Friday is a go, weather permitting.
   3. Snack shop closes June 14th
9. Hot Lunch Report - Angela Baldwin
   1. New Online Ordering Link is <http://shspfa.hotlunches.net> (Angela and I (Jocelyne) 5have the admin password for now). Our school code is SHHL. PayPal being set up this week. For now we can use for Parents to order but they would have to drop off cheques or send in money still. I will know more this week when Paypal will be up and ready to use.
      1. It might be a good idea to do a dry run with board members. Set up a fake order to see how it works.
   2. May - Track Meet, May 23, 24 with rainout dates of 25, 26.
   3. May 25 is Mr Sub Hot Lunch which conflicts with rainout date. Mr Sub was moved to May 18. STEAM Games participants will be away, but will be refunded if they ordered Hot Lunch. Angela to be provided with a list of participants.
   4. June 16 - Shake Day
   5. June 22 - Edo Hot Lunch
10. Scheduling Report - Karen Whitney
    1. Sign up Genius for Track Meet - Karen to set up with same layout as last year.
11. Website Coordinator Report - not present
12. Fundraising Report - Christine Toner
    1. Boston Pizza receipts - ongoing
    2. No Spring Baskets this year
    3. Confirmed that we are doing Admazing Savings Books and Purdy’s Chocolates Christmas Fundraisers next fall. Christine to order for September
13. Old Business
    1. SHS Open House feedback - deferred to Student Council Meeting
14. New Business
    1. Track Meet: May 23 - Elementary, May 24 - Jr. High Rainout dates - 25 & 26
       1. Burgers - no doubles and same price as last year.
       2. Hot dogs - larger and increase in price
       3. Water, lemonade, iced tea and san pelligrinos from snackshop
       4. Approved new items for track meet - Miss VIckies Chips 40g size, ice cream cups, Kit Kat ice cream cones, Mr Freeze, Mike and Ikes, big sour suckers, Gatorade, apples/bananas
       5. Price list to send to parents- Pam to create and send to Jocelyne to send out
       6. Check BBQ tanks, extension cords - Jon Konrad
       7. Volunteer forms to be sent home May 5
       8. Pre-orders - all grades to pre-order just like a regular Hot Dog day.
          1. Primary - Pre-order day of track meet and pay in classroom
          2. Elementary & Jr. High - Pre-order day of and pay at the table outside.
       9. We will use freezers from snackshop and coolers from volunteers
    2. SHPFA Gazebo Project (3 Gazebos)
       1. A subcommittee is needed to create plans, discuss details, apply for grants and liaise with Admin. Tim, Jocelyne and Jen will start.
       2. Jen will draft a community survey to get that information for the grants.
       3. Tim will go to Riviere Que Barre and make up plans and a material list based on similar gazebos there.
       4. Jon to put out a request for concrete and framers from within our school community
15. Volunteer Draw
    1. March Snackshop - Linda Swallow
    2. March Board - Jocelyne Pare
16. Meeting Adjourned
    1. 7:28
    2. Next meeting date May 15, 2017 at 6:30pm