

**Sturgeon Heights Parent Fundraising Association Minutes
Meeting – February 17, 2015**

- 1) **Meeting called to order** at 6:32pm
- 2) **Welcome and Introductions** - regrets from Jocelyne who is unable to attend. Christine Toner to chair meeting.
- 3) **Additions to agenda** – None
- 4) **Approval of Minutes** from January 19, 2015
 - Tara 2nd by Christine
- 5) **Administration Report** – Jonathan Konrad
 - Security Camera Update
 - Hardware is now installed, but software needs fixing. It is being worked on.
- 6) **Treasurer Report** – Christine Toner on behalf of Tim VanBruggen
 - Christine will fill in while Tim is out of town. No report this month.
- 7) **Shoppers Report/Snack Shop - Tara Bochke**
 - Grade 5 helpers
 - Some helpers are still not showing up.
 - Pam is going to put a white board outside of the snack shop to list the helpers of the week.
 - Jon to remind teachers.
 - Popcorn maker
 - Some concerns were expressed about popcorn sticking and a suggestion to use our own popcorn and oil instead of the prepackaged mix. The last few times have been fine.
 - It was decided to keep with prepackaged popcorn for now, and revisit it again if the problem persists.
 - Snackshop helpers
 - Staff agreed with allowing students to apply for positions to assist in snackshop. Dawn Fahl will create application forms for students to apply for the position, Jon or Jen will interview candidates, with a start date of March 9.
 - Open to grades 6-9. Elementary shift would be 11:30-12:00, Jr. High shift would be 11:50-12:20 on regular snackshop days.
 - Responsibilities include taking orders, collecting money, making change, and restocking.
 - Payment will be \$1 coupon/shift - payable after 4 shifts.
- 8) **Hot Lunch Report** – Angela Baldwin
 - February 18th: Smash Burger
 - March 25th: Mr. Sub
 - April 22nd: Riverhouse
 - May 20th: Chopped Leaf (pending track meet date)
 - June: Edo (considering a second one in June, both during last 2 weeks, after snack shop is closed)
- 9) **Scheduling Report** - Karen Whitney
 - Movie night - Big Hero 6 (gym opens at 6:00pm)
 - Candy Bags - Angela Baldwin (to make 100)
 - Sign up Genius - going well

10) **Website Coordinator Report** - April Silvester

- SHPFA has a gmail account. A calendar is created associated with that account. April to send out the login information to board members to be able to update all PFA events, deadlines and news as needed.

11) **Fundraising Report** – Stacy Bergheim

- *Boston Pizza Receipts* - going well
- *Purdy's Chocolate Easter Fundraiser* -
 - Catalogues and letter to go out this Friday, Feb 20.
 - 25% of all orders stay at Sturgeon Heights .
 - Firm due date of March 13.
 - Chocolates will be available for pick up at the school on March 25 & 26
 - Question was asked if allergies would be listed on website/catalogue. It was unknown, but one could contact Purdy's to find out.

12) **Old Business**

- **Fundraising Purchases.**
 - *Snow Shoes*- Purchased, not sure if they've been used yet, but there's nice fresh snow now.
 - *Stage Curtains* - Purchased. They are currently measuring. Install date TBA
 - *Gym Wall Mats* - Purchased. Slight modification to original order. The school will pay the difference of \$900 from what PFA voted on. Floorboards to radiator in the gym will be repainted over spring break. Color and price were discussed with the outcome being to keep the grey colored walls and add 3 color stripes (black/white/yellow) around the perimeter of the gym.
- Suggestions for future PFA expenditures to work towards (this discussion was postponed to the next meeting)
 - *Outdoor track* – on hold
 - Junior High outdoor space – to be looked at in the spring
 - *Mirror in home Ec room for visual demonstrations*-
- *Pancake Lunch* - About 20 volunteers came out to help
 - 800 sausages and 1500 pancakes were made, with only about 15 leftover. Angela Baldwin made a 9x13 pan full of gluten free pancakes for those with dietary restrictions. Thanks to all for all their work.
- *Movie Night February 27th* - mentioned earlier. Need more volunteers.

13) **New Business**

- *SHS Open House* - April 16.
 - 6:00-7:00 - refreshments and treats in the classrooms.
 - 7:00-8:00 - 45 minute Drama presentation in the gym.
 - PFA will not need a table, but maybe could have an information board.
- Society Annual Return is due - Christine Toner has it ready to go in.

14) **Volunteer Draw** for January - Jody Greschuk

15) **Next meeting** set for March 16 at 6:30pm.

16) **Meeting adjourned** at 7:22pm