

**STURGEON HEIGHTS PARENT FUNDRAISING ASSOCIATION****Minutes**

January 18th, 2016

- 1. Meeting called to order at 7:33pm**
- 2. Welcome and Introductions**
- 3. Additions to agenda - valentines day donuts**
- 4. Approval of minutes - Tara and Pam**
- 5. Administrative report**
  - Thank you for the Staff appreciation luncheon.
- 6. Treasurer Report–Tim Van Bruggen**
  - a. Balance as of December 2015 \$24,970.72
- 7. Shoppers Report/Snack Shop - Tara Bochke**
  - a. Inventory/re-stocking shelves - reminder when stocking shelves place the newer items to the back and older at front.
  - b. Pizza day in snack shop every second month? - was suggested as lack of volunteers on day of Pizza. This day is very popular and very profitable . Decision was made to keep it every month as scheduled and revisit as necessary. Sign up genius will be advised to more specific times and duties required. Jocelyn will continue to advertise the week prior.
- 8. Hot Lunch Report- Angela Baldwin**
  - a. Reminder to Please send order form file to April for upload onto web site
  - Less order for Feb - April. Different variety offered.
- 9. Scheduling Report- Karen Whitney**
  - a. Sign up Genius - updated, please sign up as able
- 10. Website Coordinator Report- April Silvester - nothing to report**
- 11. Fundraising Report- Stacy Bergheim- Total profit to date \$8488.25**

- Purdys have donated 5 X \$19.00 gift cards. We have decided to purchase products with same, have a raffle draw over Valentines. All proceeds will go to the last annual hair mass a cure.
  - a. Boston Pizza receipts - keep bring in receipts
  - b. Little Caesars Pizza Kits (Feb-March, March 16th pick up date) - decision has been made to not offer this fundraiser this year and postpone to next year.

## 12. Old Business

- a. Insurance cost is in and will be forwarded to Tim - approximately \$500/year
- b. Future Expenditures
  - Discussion was to purchase new table for the gymnasium to replace the older wooden tables. The idea is to upgrade to plastic, light weight, more durable tables. A quote was received with approximate cost of \$7500 to replace all tables with 42 new ones.
  - Vote made with all board members and attendants at PFA - all in favor.
  - Motion passed to proceed with purchase. Jon will get updated quote. Providing cost remains <\$8500.00. If quote higher we will revisit purchase.
  - Discussion regarding home Ec room - All but one item have been purchased from the wish list that was provided. Outstanding item is the demo table with mirror. Tara will check on quotes and consult with Amy Sydlowski on size. If quote comes < \$2500. Decision was made to purchase. Vote on refurbishing home room approved November 2015.
- c. Teacher Appreciation Lunch - well received. Thank you to all who donated their time to show appreciation to the teachers and staff of SHS

## 13. New Business

- a. SHS Open House - April 14, 2016
- b. Pancake Lunch - Feb 9, 2016 @ 12:00pm for all
  - June has received donations for sausage, flatware and cutlery and has volunteered to cook the sausage.

- Sigis is looking into sponsoring a speaker to come over lunch. SHS will provide the juice. Tara will purchase griddles for home Ec room to be used for cooking the pancakes. PFA will purchase syrup/pancake mix.
  - Letter will be sent out to all students by Jocelyn. Toonie donation will also be requested to cover some costs.
- c. Movie Night - Feb 19, 2016 @ 6pm- April Silvester is lead for movie night.
- i. Sign up Genius - Karen to set up
  - ii. Gym doors open at 6:00pm
  - iii. Candy Bags - Angela will make up bags
  - iv. Movie Choice - Good Dinosaur
  - v. Preorders will be requested for popcorn/drink/candy/kinder surprise \$5.00
- d. Society Annual Return is due- Christine Toner.

#### **14. Volunteer Draw**

- a. November - Jody Greschuk
- b. December - Susan Bullock

#### **15. Adjournment**

- a. Meeting adjourned @ 7:28pm
- b. Next Meeting - Feb 22, 2016