

STURGEON HEIGHTS PARENT FUNDRAISING ASSOCIATION

MINUTES

March 21th, 2015

1. **Meeting called to order** – 6:32 pm
2. **Welcome and Introductions**
3. **Additions to agenda** – No additions
4. **Approval of minutes** – Jaime approves, Tara second
5. **Administrative report- Jon Konrad and Jennifer Bruinsma**
  - There is a sub-committee meeting to look at school fees, Jon was wondering if the PFA is interested in providing a certain number of dollars to support families in our school who can't afford school fees, Jon will come back with a number figure, it gets tricky around Junior High options, he can come up with a figure for the budget and would report with an accounting statement after we gave the money to tell us how many families we helped
  - New tables are here!! Not unpacked. Selling off the old wooden tables \$25 or 4 for \$80, likely Kijiji
6. **Treasurer Report–Tim Van Bruggen** – Not in attendance, Jocelyne said he looked into getting debit cards for the bank account, it's not possible the way it is set up at the bank, may look into credit cards for big purchases
7. **Shoppers Report/Snack Shop – Jody Greschuk and Shauna Mccollum**
  - a. Snack shop dates for the REST of the year to be discussed
    - i. **Pizza, Hotdogs, BBQ burgers**
      - Apr 8<sup>th</sup> hotdog day
      - Apr 12<sup>th</sup> popcorn day
      - Apr 14<sup>th</sup> pizza day
      - Apr 21<sup>st</sup> hot lunch
      - Apr 22<sup>nd</sup> hotdog day
      - Apr 26<sup>th</sup> popcorn day
      - Apr 29<sup>th</sup> hotdog day
    - ii. May 6<sup>th</sup> burger day
      - May 10<sup>th</sup> popcorn day
      - May 13<sup>th</sup> hotdog day
      - May 18/19<sup>th</sup> hotdogs/hamburgers (track meet),
      - May 24<sup>th</sup> popcorn day
      - May 27<sup>th</sup> hotdog day
    - iii. June 3rd pizza day
    - iv. June 17<sup>th</sup> last day of snack shop unless stock clears out earlier

- v. TRACK MEET – Elementary May 18<sup>th</sup>, Jr. High 19<sup>th</sup>,
- rainout dates for the following week, Elementary May 26<sup>th</sup>, Jr. High 27<sup>th</sup> – preorder the meats, no prepayment, payment will be taken at the concession

### **8. Hot Lunch Report- Angela Baldwin**

- a. **Dates and Choices**
- b. April 21 – McDonald’s burgers, cheeseburgers, Jr McChickens, pies
- c. May 12 – Taco Bell
- d. June 16 – Edo
- e. June 7 – shake day
- The Shakes were awesome, McDonald’s was fantastic to deal with!
- Jon to take a look at Hollie’s software for Hot Lunch planning

### **9. Scheduling Report- Karen Whitney**

- a. Sign up Genius for track Meet – will replicate last year’s sign up

### **10. Website Coordinator Report- April Silvester – Not in attendance**

### **11. Fundraising Report- Stacy Bergheim – Stacy has notified the PFA that she will not be a board member next year**

- a. Boston Pizza receipts – ongoing
- b. SUTP books people are contacting her now – we cannot commit if we don’t have a Fundraising Co-ordinator – Christine Toner will step up to run this fundraiser

### **12. Old Business**

- a. Mirror Demo Table- Tara Bochke – Jon spoke to Amy, she liked the table and would be happy to have it, Tara will look into when delivery will be approx. \$2500
- b. Suggestions for future PFA expenditures to work towards will be held till next School year 2016/2017 – tabled for April/May – Tara had someone bring her the suggestion to renovate the snack shop
- c. PFA will purchase a new water bottle filling station for outside the gym, the school will share the cost of installation
- d. Shakes – discussed above
- e. Stoves being fixed –Jon will be calibrating them over Spring Break

### **13. New Business**

- a. SHS Open House – PFA board (map hunt?) – Pam has created some great posters for this!

- b. Track Meet
  - i. Dates (plus rain out dates) May 18, 19 – Rainout 26, 27
  - ii. Burgers (M &M or other?) M & M
  - iii. BBQ- flippers- Volunteers – Sign-up Genius
  - iv. Hotdogs (Costco vs TGP) – no shoppers present to discuss
  - v. Track meet shopping and bun order – no shoppers present to discuss
  - vi. Candy bags (\$1), how many – Angela volunteered to make 300 bags
  - vii. Sign up genius and volunteer forms to be sent home (see samples used last year) on what date?
  - viii. Price list and Items (see sample list from last year)
  - ix. Pre-Orders (Primary and Elementary preordered last year, they also had the option to order that day, Junior high can pre-order just like they do on HOT DOG DAY) please see sample preorder list from last year)
  - x. To do list- Propane tank fill
- c. Board members for next year
  - Angela will be Hot Lunch, Tim will stay on, Jaime will stay on, Christine will be Fundraising, Jaclyn & Tara will help Christine, Shoppers want to stay on, Karen staying on

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

- a. February – carried over to be drawn next meeting

#### **15. Adjournment**

- a. Meeting adjourned 7:35 pm
- b. Next Meeting – April 18<sup>th</sup>, 2016