

STURGEON HEIGHTS PARENT FUNDRAISING ASSOCIATION AGENDA

May 16th, 2016

1. **Meeting called to order** – 6:32 pm
2. **Welcome and Introductions**
3. **Additions to agenda** – add movie night left overs purchased by PFA, add die-cut machine for the teachers; Agenda approved by Christine, second by Tara
4. **Approval of minutes** – approved by Tara, second by Jocelyne
5. **Administrative report- Jon Konrad and Jennifer Bruinsma**
 - a. Fountain ordered – cost was approx. \$1400, school to pay the electrical cost of \$1400, should be here soon
 - b. Table racks (carts) proposal – tables have to be stacked in an exact fashion to prevent kinking of the plastic, they will not last in this case, we could purchase proper stands from the table supplier they will cost \$512/cart, we would need 4, \$2048 plus \$300 for freight – vote to purchase all four carts, all in favour, Jon will work on the purchase
 - c. School fees for parents and students in need – PFA to earmark a certain amount of funds for this, Jon would judge who qualifies then would come to the group and let us know how many families we have helped – motion to earmark \$1000 on an annual basis, all in favour
 - d. Die-cut machine – Jocelyne owns one that is currently not being utilized, she is willing to bring it in for a trial to see if the teachers would like to use it
6. **Treasurer Report–Tim Van Bruggen** – Tim was not in attendance, Jocelyne says approx. balance is \$26,000
7. **Shoppers Report/Snack Shop – Jody Greschuk and Shauna Mccollum**
 - a. Close date June 17th
 - b. Track meet organization!
 - i. TRACK MEET- shopping? – shopping was finished today, no Gatorade, we can add it next year
 - ii. No Freezer truck. Alternative? – Pam has a small generator that we can use and we will move the small freezer outside to be powered by the generator
 - iii. Jon to fill propane - yes

- iv. Price list of ITEMS ? – April has last years printed price lists behind her desk, we will reuse
- c. Shopper position next year
 - i. Proposal to have ONE coordinator role on the board – motion to move to one shopping coordinator who is able to attend most monthly PFA meetings in order to improve communication, all in favour
 - ii. Shauna will be stepping down from this role next year
- d. June 3rd switch to Hotdog day! (no pizza) – may have leftovers from track meet

8. Hot Lunch Report- Angela Baldwin

- a. June 16th- Edo - 195 orders, going up
- b. June 7th – Shakes – form will go out after track meet
- c. Hot lunch volunteer draw –

9. Scheduling Report- Karen Whitney

- a. Sign up Genius for track Meet – Jocelyne will post to Facebook for volunteers and price list

10. Website Coordinator Report- April Silvester – can we change the PFA website to be a static page with information about our purchases for school, board members and reminders to access school calendar for hot lunch, hot day/hamburger days, popcorn etc. – it was agreed this was a good idea, will be looked into

11. Fundraising Report- Stacy Bergheim

- a. Boston Pizza receipts - ongoing
- b. Did we get the most recent cheque?

12. Old Business

- a. Mirror Demo Table update- Tara Bochke – table was damaged, there is a dent, they are sending out a new counter top, hopefully here by early June, Ms. Sydlowski loves the table!

13. New Business

- a. Next year make sure we choose a project for our funds, revamping the tennis courts is a proposal, music instruments to help revamp band program
- b. Tara will look at finding someone who can resurface and revitalize the tennis courts, we would like quotes for September so we can make a decision on a project for our PFA funds

14. Volunteer Draw

- a. April – Barb Holden
- b. April Hot Lunch – Betty Nakonechny

15. Adjournment

- a. Meeting adjourned – 7:27 pm
- b. Next Meeting AGM- September 19th, 2016