

STURGEON HEIGHTS PARENT FUNDRAISING ASSOCIATION

MINUTES

AGM

Monday, September 22, 2014

1. Meeting called to order at 6:32pm
2. Welcome and Introductions
  - A. New-Joanne Fraser, Barb Holden, Lynn Foley
3. Additions to agenda-none
4. Approval of minutes
  - A. Tara Bochke, 2nd by Angela Baldwin
5. Administration report - Jonathan Konrad
  - A. Grant accepted for Ipads
  - B. every class from grades 1-6 have access to 5 Ipads
  - C. No quotes for new camera
6. Elections
  - a. Chairperson- Jocelyn Pare
  - b. Vice Chairperson- Christine Toner
  - c. Secretary - Lynn Foley
  - d. Treasurer - Tim VanBruggen
  - e. Scheduler - Karen Whitney
  - f. Shopper - Cindy Vandenburg with Tara Bochke stepping down to co-shopper
  - g. Hot lunch Coordinator - Angela Baldwin
  - h. Fundraising Coordinator- Stacy Bergheim
  - i. Website Coordinator- April Silvester

7. Treasurer Report

- a. Tim to work on financials for final grant money
- b. net total funds available - 12,834.00

8. Shoppers Report - Tara Bochke

- a. Weekly milk pickups
- b. keeping on top of supplies
- c. Cindy Vandenburg - to order on Tuesdays and pickups on Thursdays
- d. Welcome new snack shop items/ideas
- e. no source for wanted "Sparklers" item for vending machines - ideal to establish delivery
- f. Jennifer Bruinsma to contact source from previous school employment

9. Hot Lunch Report - Angela Baldwin

- a. Eddo Japan - October 22, 2014 - Panago Pizza - November 19, 2014
- b. December hot lunch not available due to Angela Baldwin away
- c. Angela to send out mass email for help
- d. Electronic payments not an option
- e. Angela to order Halloween cookies from Grandin Bakery to sell Thursday (30th of October) & Friday (31st of October)

10. Scheduling Report - Jocelyn Pare

- a. Discussion on snack shop volunteers (parents) and children volunteers -older children (no friends) of snack shop volunteers welcome however parent volunteers need to be responsible for supervision

11. Website Coordinator Report - April Silvester

- a. All updated information to be sent to April-ie: financials/hot lunch forms-dates

12. Fundraising Report – Stacy Bergheim

- a. All Boston Pizza receipts are ongoing throughout the year
- b. 5% kick back to the school

13. Old Business - none

14. New Business

- a. Thank you's-All snack shop volunteer's-Angela, Pam, Tara, Jocelyn, Christine
- b. Snack shop days of service - Monday to Friday/closed PD days
- c. Hot dog days - list of days posted on website (Fridays with exception of PD days-then sold on Thursday before)
- d. Popcorn days - currently 2nd and 4th Tuesday starting October/pending volunteer help.
- e. Milk - weekly ordering on Tuesday and pickup on Thursday-Tara & Cindy
- f. Coupons - sold \$1800.00 in coupons
  - hotdog-no substitutions
  - milk-no substitutions
  - last years' coupons accepted
- g. Snack shop- new item ideas welcomed
- h. Year in Review letter-April to revise letter from last year
- i. List of duties for positions-available from Jocelyn
- j. Monthly volunteer draws-\$10 Starbucks continued-effective September
- k. Student helpers-delivery of primary bins (receive one treat from snack shop)
  - 1 student on regular days
  - 2 students on hotdog days
  - promoting grade 5 as a whole
  - Christine Toner to make calendar for student volunteers
- l. Future suggestion for expenditures
  - mirror for foods room
  - outdoor track-Tim to look further into installation ideas
  - junior high outdoor space
  - recess & outdoor gym equipment

-snowshoes

-basketball nets

-library cozy space-ie: beanbag chairs, etc.

-stage curtains/art supplies-(curtains need attention)

-safety mat for gym

\*to revisit quotes already assembled

m. Dry fit shirts-last years' cotton shirts=\$6.99, this years' dry fit shirts=\$9.00

-revisit wear and tear on new shirts in the spring

-ask parents to offset cost

-PFA and school council provided new shirts

n. New Trolley-Thank you Tara

o. Lunch Lady-No Lunch Lady this year

15. Next meeting and Adjournment-to be determined