

# Pine Street Volunteer Parents Society Meeting

## June 5<sup>th</sup>, 2018

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The Regular Meeting of Pine Street Volunteer Parents Society was duly called and held on June 5<sup>th</sup>, 2018 in the Library of Pine Street Elementary located at 133 Pine Street in Sherwood Park, Alberta. Quorum was present.

### **In Attendance:**

**Executive:** Shanna Eveleigh (Chair)\*, Krystal Grichen\* (Vice Chair), Lesley Bowman (Secretary)

**Administration:** Jeff Huculak (Principal), Shelby Hines (Assistant Principal), Lorna Magnan (Teacher Representative), Kerri Remeika (Teacher Representative)

**Parents:** Deanna Bellamy, Trina Loucraft, Cara Kern, Lorena Ellsworth.

**Absent with Regrets:** Pam Briton (Treasurer)

\*Denotes partial attendance.

1. Chair Shanna Eveleigh calls to order at 7:12pm.
2. Additions to agenda?
  - a. d) Voting on remaining funds for Library
  - b. e) Welcome Back BBQ
  - c. No.
3. Skip introductions.
4. Motion to approve amended agenda:  
MOTION: Cara Kern motions to accept agenda amendment, Deanna Bellamy seconds.  
IN FAVOUR: 13  
OPPOSED: 0  
NON-VOTING: 3  
CARRIED
5. Motion to approve minutes:
  - a. Approval of May Minutes  
MOTION: Cara Kern motions to accept May minutes, Krystal Grichen seconds.  
IN FAVOUR: 13  
OPPOSED: 0  
NON-VOTING: 3  
CARRIED
6. Voting of New Society Executive – Shanna

- a. Chair – Krystal Grichen nominates Lesley Bowman, Lorena Ellsworth seconds, Lesley Bowman is in by acclamation.
  - b. Vice Chair – Lorena Ellsworth nominates Nasreen Banman, Krystal Grichen seconds, Nasreen Banman is in by acclamation.
  - c. Secretary – Lesley Bowman nominates Lorena Ellsworth, Trina Loucraft seconds, Lorena Ellsworth is in by acclamation.
  - d. Treasurer - Nasreen Banman nominates Cara Kern, Lorena Ellsworth seconds. Cara Kern is in by acclamation.
7. Treasurer’s Report – Shanna Eveleigh for Pam Britton
- a. Deposits to the bank are from Art Cards and Movie Night.
  - b. Outstanding expenses are for hot lunch, library reserve, art cards, mathathon pizza party, and the Padcaster.
  - c. At this time the only outstanding
  - d. There is \$1640 outstanding in Teacher’s Wish list from two years ago, that amount has not been claimed. Consensus is that any wishes have been granted and the money could go back into general reserve.

MOTION: Krystal Grichen motions to move the \$1640 from Teacher’s Wish List to General funds. Cara Kern seconds.

IN FAVOUR: 11

OPPOSED: 0

NON-VOTING: 3

CARRIED

MOTION: Cara Kern motions to move reserved funds from In School Performances, Home, Reading, and Cameras totaling \$331.00 into General Reserve, Deanna Bellamy seconds.

IN FAVOUR: 10

OPPOSED: 0

NON-VOTING: 3

CARRIED

- e. Questions?
    - i. No.
8. Hot Lunch – Nasreen Banman
- a. Hot Lunch will use Healthy Hunger next year.
    - i. Committee sets vendors, menu, and prices.
    - ii. Parents have five days before the day to order.
    - iii. We hope to fund 20 students in the Angel Program again.
      - 1. Funding will come through the money raised through hot lunch.
      - 2. We will have to consider doing a behind the scenes payment to pay for the Angel Program.
      - 3. Do we need to reserve money for the first month of hot lunch? We could wait until the September meeting to set a reserve for the Angel Program.

- iv. We might try to provide a lunch for the Track Meet.
- b. When does the Hot Lunch Website License expire?
  - i. In less than two months.
  - ii. It would be used for Art Cards.
  - iii. Lorena would be inclined to let the license lapse.

MOTION: Lorena Ellsworth motions to let the Hot Lunch Website license lapse, Krystal Grichen seconds.

IN FAVOUR: 11

OPPOSED: 0

NON-VOTING: 3

CARRIED

- c. Questions?
  - i. No

9. Library Re-design

- a. Jeff got a quote on the shelves but is waiting to hear back.
- b. The cost of the library was \$38,615.30 and we gave a cheque to Jeff for \$13,751 which was monies left over from the prior Library fundraising efforts.
- c. We wrote Jeff a cheque for \$
- d. We have \$434 where the bank did not deposit the cheques and we need to cover that amount out of our reserves.
  - i. How do cheques not get deposited?
    - 1. They could have stuck together. We are contacting the parents to see if the cheques cleared their accounts. Except for the \$231.00 which we cannot account for.
    - 2. We have sent letters to the affected families to let us know if they cleared the account. They will sign yes or no and we can use that as our documentation to the bank.
- e. We have the cost of the waterbottles as well, and that will have to use money from the General fund.

MOTION: Krystal Grichen motions for an allocation of \$434.00 from the reserves into the Mathathon account to cover the missing cheques, Trina Loucraft seconds.

IN FAVOUR: 11

OPPOSED: 0

NON-VOTING: 3

CARRIED

MOTION: Cara Kern motions to allocate \$2480.84 from General Reserve to the Mathathon account, Nasreen Banman seconds.

IN FAVOUR: 10

OPPOSED: 1

NON-VOTING: 3

CARRIED

MOTION: Cara Kern motions to motion for \$400.00 from the General Reserve to cover the waterbottle cost, Krystal Grichen seconds.

IN FAVOUR: 11

OPPOSED: 0

NON-VOTING: 3

CARRIED

a. Questions?

i. No

10. Fundraising & Community Building

a. Helping Hands – Lorena Ellsworth

i. No updates.

b. Yearbook

i. 82 Books sold with \$118 USD in fundraising.

ii. About 80% done the yearbook, waiting for more candid pictures.

iii. We have until July 31 to order.

iv. Lesley will schedule a couple of Facebook posts.

v. There are still a few kids who they don't have pictures of, but they are trying to track them down.

vi. Lesley will make a Facebook post request for parents to email photos for consideration for the Yearbook.

c. Questions?

i. No

ii. Questions

1. No.

d. Movie Night – Lesley Bowman

i. 75 tickets sold

ii. Donation of \$223.42 for concession and raffle costs.

iii. \$415.00 in ticket sales and \$134.00 in concession sales for a total of \$549 profit.

iv. We have to write a cheque for \$349 Criterion License.

v. Questions?

1. No.

11. Welcome Back BBQ – Shanna Eveleigh

a. We will have the BBQ again and split the cost with the School.

MOTION: Krystal Grichen motions for \$800.00 from the General Reserve to cover the Welcome Back BBQ cost, Sukhjinder Bansal-Clark seconds.

IN FAVOUR: 11

OPPOSED: 0

NON-VOTING: 3

CARRIED

b. Questions

i. No.

12. Voting on Funds for Next Year – Shanna Eveleigh

MOTION: Cara Kern motions for \$1600 to fund the Angel Program for Hot Lunch, \$2040 for Teacher's Wish List, \$600 for Insurance, \$500 for Performances, \$350 for Gym Equipment Krystal Grichen seconds.

IN FAVOUR: 10

OPPOSED: 0

NON-VOTING: 3

CARRIED

a. Questions?

i. No.

13. Chair Shanna Eveleigh declared the meeting adjourned at 8:27 pm.

**14. The next regular meeting will take place on September 12<sup>th</sup>, 2018 at 7:30 pm.**

These minutes are respectfully submitted by:

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Secretary, Lesley Bowman

Adopted by Society in the meeting of: September 12<sup>th</sup>, 2018

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Chair, Lesley Bowman