

Pine Street Volunteer Parents Society Meeting

January 11th, 2021

The regular meeting of Pine Street Volunteer Parents Society was duly called and held on January 11th, 2021 virtually via Google Meets. Quorum was present.

In Attendance:

Executive: Lesley Bowman (Chair), Jamie Wells (Vice-Chair), Lorena Ellsworth (Secretary), Cara Kern (Treasurer)

Administration: Tracey Arbuthnott (Principal), Lorna Magnan (Teacher Liaison)

Parents: Megan Sherren, Janice Mills

* Denotes partial attendance.

1. Chair, Lesley Bowman, calls to order at 7:34pm.
2. Attendance and Introductions – skipped.
3. Additions to Agenda

MOTION: Cara Kern motions to accept agenda as is, Janice Mills seconds.

OPPOSED: None

CARRIED

4. Approval of Minutes from November 16th, 2021

MOTION: Janice Mills motions to accept November minutes as is, Megan Sherren seconds.

OPPOSED: None

CARRIED

5. Treasurer's Annual Report – Cara Kern
 - a. November and December Banking Summaries are attached.
 - b. We have a few expenses through our account over the past few months and have money remaining that was allocated. To keep things simple in June I propose that we move the remaining balances back to unallocated funds.
 - c. Bussing for Birch Bay (Grade 6 trip) – as mentioned in the Post Meeting Note to our September meeting, funds allocated for Emergency Bussing can be used. No need to allocate any additional funds.

MOTION: Cara Kern motions to allocate \$45.70 from Insurance, \$88.34 from Gym Equipment and \$48.80 from Musical Instruments back to unallocated funds, Lorena Ellsworth seconds.

OPPOSED: None

CARRIED

- a. Questions/comments
 - i. Save On Cheque for \$1400.

2. Fundraising & Community Building

- a. Helping Hands – Lorena Ellsworth on behalf of Leah Brown (happy birthday, Leah!)
 - i. Leah has completed all project requests to date.
 - ii. In light of rising Covid cases, moving to a “curbside” service, staff are welcome to contact Leah to pick up any projects and she will complete at home.
- b. Art Cards – Lorena Ellsworth
 - i. Mrs. Magnan has notified staff of request for student art by end of January.
 - ii. MOTHERS DAY DELIVERY *same schedule as past*
 - 1. Jan 10 – Feb 11: complete art (5 weeks)
 - 2. Feb 14 – 25: scan
 - 3. Feb 28: order form sent home to parents
 - 4. Mar 24: deadline to order (4 weeks total order time, completed before Spring break)
 - 5. Mar 29 – Apr 8: prep for printers
 - 6. Apr 11 – 22: printing
 - 7. Apr 25 – 29: sorting
 - 8. May 2 – 6: delivery (Mother's Day is May 8)
 - iii. Fee for pack of 10 cards, with envelopes, from Sherwood Print has increased to \$9.84
 - iv. Last year of Art Cards (2020) – 82 sets ordered
 - v. Will continue with \$15 fee for 10 cards.
- c. Yearbook – Trina Loucraft
 - i. With parents not being in school, really need photos from teachers, Mrs. Magnan and Mr. A will remind teachers.
- d. Hot Lunch – Tracey Arbuthnott on behalf of Amanda Gibbons
 - i. Hot Lunch will move ahead for January 28 – Pasta Pantry. Will need volunteers, please! Email pinestreethotlunch@gmail.com to help. Orders close Sunday, January 23.
 - ii. November – Subway
 - 1. 131 orders
 - 2. Profit \$337.05

- iii. December – Cobs
 - 1. 232 orders
 - 2. Profit \$266.80
- e. Spending Money – Discussion
 - i. Ask staff for ideas:
 - 1. Board games, puzzles for indoor recess days?
 - 2. Mr. A will request list of requests from staff.
 - ii. Virtual Escape Room
 - iii. Spring outdoor activity
 - iv. Rocks & Rings (Lorena to look into)
- 3. Dates for 2021/22 Meetings
 - a. Tuesday following early dismissal, follow the Council meetings, start around 7:00pm
 - i. February 8, 2022
 - ii. March 8, 2022
 - iii. April 12, 2022
 - iv. May 10, 2022
 - v. June 7, 2022
- 4. MOTION: Amanda Gibbons motions to adjourn meeting at 7:53pm. CARRIED.

The next meeting will take place on Tuesday, February 8th, 2021 at 7:00pm, virtually via Google Meets.

These minutes are respectfully submitted by:

Lorena Ellsworth, Secretary

Adopted by Society in the meeting of: February 8th, 2021.

Lesley Bowman, Chair

APPENDIX A – November Banking Summary

Pine Street Volunteer Parent Society Treasurer Report					November	
Date:		01-Dec-21			Opening Balance	\$19,053.52
Income		Income	Expenses	Subtotal	Balance	
30-Nov	Interest	\$0.37				
Income Subtotal \$					0.37	
					\$19,053.89	
Expenses						
Expenses Subtotal \$					-	
					Closing Balance \$19,053.89	
Funds in Reserve:						
Christmas Concert Rental & Bussing		\$ 2,000.00				
Performances		\$ 1,500.00				
Emergency Bussing		\$ 1,000.00				
Oops I Forgot My Lunch		\$ 150.00				
Teacher's Wish Lists		\$ -				
Insurance		\$ 1,000.00				
Pizza Parties		\$ 1,000.00				
RAZ Kids		\$ 918.00				
Gym Equipment		\$ 1,672.00				
Musical Instruments		\$ 1,250.00				
					\$10,490.00	
Current Liabilites						
Available Funds					\$8,563.89	

