# Westboro Parents Group Meeting Minutes November 1, 2018

### **Welcome and Introductions:**

Called to order 8:03pm (Krystal Gibson).

### **Present:**

Janeen Bielby, Karry Biri, Matthew Bissett, Amy Churchill, Krystal Gibson, Leah Hesson, Debbie Klita, Mike Lastiwka, Kim Scott, Jacquie Surgenor, Ayshea Thornton, Erin Tomkins, Georgina Traxel, Chantel Werner, Amberly Witzke

## **Approval of Agenda:**

The agenda was approved by consensus.

# **Approval of Minutes from Previous Meeting:**

Jacquie Surgenor moves to accept the minutes from September 26, 2018, Amy Churchill 2<sup>nd</sup>. All in favour: "Yes."

## **New Business:**

## A.) Treasurer Report

Matthew Bissett shared the treasurer report for September/October 2018.

Date:	01-Nov-18			
Opening Balance				\$19,639.3
	Income	Expenses	Subtotal	Balance
Income				
Hot Lunch - Sept + Oct	\$1,969.49			
Spirit Wear - PayPal (Up to Oct 28)	\$546.60			
Anticipated Income for Instruments				
AB Government Grant	\$10,000.00			
Strathcona County Council -				
According to Councillor Parks	\$5,000.00			
	Income Subt	otal_	\$17,516.09	
Projected Bank Balance After Antici	pated Income			\$37,155.4
Completed Expenses				
Sept Hot Lunch		\$958.51		
Bank Fees		\$3.50		
	Expense Sub	total	\$962.01	
Estimated Bank Balance as of Oct 31	, 2018			\$21,193.4
Outstanding Liabilities				
Courtyard (Multiple Checks)		\$616.46		
EIPS - Facility Rentals		\$396.90		
STYD Signs		\$400.00	-	
Save On Foods (+1 receipt)		\$415.55		
Griddles		\$73.48		
Hot Lunch - Papa John's		\$637.14		
	Outstanding Total			\$2,539.5
Projected Bank Balance				\$33,653.9

Matthew approached Robert Parks, Strathcona County Councillor for Ward 1, for financial support of the purchase of new barred instruments for our music room. Matthew then completed a formal application for \$5000 from the Councillor's Discretionary Fund which will be voted on at the November 6<sup>th</sup> Council meeting. He is anticipating the application will be approved.

It was asked what the Save On Foods outstanding liabilities \$415.55 amount was for. Westboro Parents Group has an account set up with Save On Foods which allows them to easily purchase consumables (like water, juice boxes, etc.) for events such as Kiss & Cry and monthly hot lunches.

It was asked what the Kiss & Cry event was. This is an annual parent engagement event held on 2 different days during the first full week of school for parents to meet for refreshments and a visit after morning drop off.

Karry Biri moves to accept both the August and the September/October treasurer reports, Jacquie Surgenor 2<sup>nd</sup>. All in favour: "Yes."

#### **B.)** Hot Lunch

Amy Churchill presented on behalf of Heidi Finch and shared that the ordering portal is now open for November and December hot lunches.

Friday, November 23 Wild Wing Monday, December 10 Papa John's

# C.) Shop Til Ya Drop

Amy reported more than 425 customers came through the doors at this Saturday shopping event. Purchases were down so our overall fundraising amount will be less than past events.

The spring Shop Til Ya Drop event is scheduled for Saturday, April 6, 2019. If you are interested in joining the committee to organize and run this fundraiser, please contact us at westboroparents@gmail.com.

# D.) Stawnichy's

Amy shared that paper order forms have gone home with students this week, with orders due on Thursday, November 8. Delivery is expected the week of November 23. Orders must be entered and paid for on-line through the hot lunch ordering website unless she has been personally contacted in advance for other arrangements.

The form is also available on the school website at <a href="http://westboroelementary.ca/council/parent-group-fundraising">http://westboroelementary.ca/council/parent-group-fundraising</a>.

### E.) Christmas Concert Raffle

Krystal shared that a raffle fundraiser is organized about 2 weeks prior to the school's annual Christmas concert, with all proceeds going toward the cost of the offsite event. We are looking for a committee of volunteers to run the raffle. If you are interested, please contact Debbie Klita at westboroparents@gmail.com.

## F.) Cobs Bread Dough Raiser Program

Debbie shared that the Wye Road Cobs Bread store has approached Westboro Parents Group with a passive fundraising opportunity called the Dough Raiser Program. When shopping at their location, you can mention you are from Westboro Elementary School and 5% of the total sale will be donated back to our Parents Group. The consensus of the attendees was to pursue the fundraiser and Karry volunteered to follow up with the store to sign us up.

## G.) School Request

Erin Tomkins is interested in Westboro Parents Group supporting her literacy evening event called "Literacy in a Box" which will be open to families with Kindergarten to Grade 3 students. She will submit a cost estimate for the event once she has made more arrangements.

## H.) Open Questions

There were no questions.

**Next Meeting Date:** Thursday, December 6, 2018 at 6:30 pm

**Adjournment:** Karry Biri moves to adjourn at 8:21 pm.