

BACS PSS

May 2021 Meeting Agenda

Date | time May 25, 2021, 6:30 p.m.

1. Call to Order, Welcome and Introductions

Attendees: Aaron Chute, Debbie McEachren, Jared Thompson, Suzanne Bielert, Liz Kohle, Carly Rigler, Melissa Camarta, Kirsten Sorrell, Carmen Siemens & Lacey Laing

2. Additions/Acceptance of Agenda

Carly Rigler accepts agenda Melissa Camarta seconds the motion.

3. Additions/Acceptance of Minutes

Lacey Laing accepts the minutes and Melissa Camarta seconds the motion

4. Old Business

1. Year End Celebration

School Un-Birthday Party; June 23, is the proposed date. Cupcakes for each class, birthday banners, small number of balloons, dance party and treat bag consisting of one full size chocolate bar and a non-edible toy, birthday card exchange and finish off with a dance party. Budget not to exceed \$500.

The kindergarten class that is missed will still participate in their attending day.

Suzanne makes the motion for \$500 to go toward the un-birthday party.

Ashley St. Hilaire seconds the motion.

2. Insurance Update

Suzanne: After the last meeting, we have not heard anything new and we will have to wait until September to hear more about that Bill 58 being passed. Regardless we have to pay our insurance for the school division.

Liz Kohle: the Sturgeon School Division is questioning why PSS has to pay for insurance at all. The Division will be looking into that.

Suzanne: We are still waiting to hear back from the insurance company, regarding our last correspondence. May 8 was the last email and it was about GL coverage. There is still another bill of \$490.00 to come for Insurance. Other schools in the county opted out of insurance this year as they weren't meeting in person.

Ashley: Why do we need insurance?

Liz: It is for protecting the Directors. Also asked during the Trustee meeting why PSS would have to pay for insurance and hopefully we will get some answers.

How long has PSS been in operation?

Suzanne: it has been around since the 1980's. Insurance does help to cover accidents, general liability, Directors and liability.

5. New Business

1. Year End Reports:

a. Chair

Suzanne- A big thank you to everyone who volunteered with this committee. Still have been able to make a positive impact on the school this year. Over the year we did 3 Fundraisers and we did great. We appreciate all your time and patience and attending the meetings. I don't think there was anything more we could have done this year. Was a great group effort.

b. Fundraising

We had budgeted fundraising \$2500.00 and had 2 main fundraisers and 1 small one.

We did the Christmas Concert 50/50 Draw we sold 518 tickets and made \$1295.00. From the Cash Calendar we had a profit of \$1940.00

FlipGive we have raised \$475.00

A total fundraising profit of \$3710.00 for the year.

Next year we hope everything goes back to normal. Usually, we do a Mundare sausage order and the Poinsettia order and that helps us immensely for the year.

There is another fundraising option that came to me recently. It is AdMazing savings coupon books for the fall, which is a commitment to buy 100 books and sell for \$25 and have \$12.50 profit per book. GST not included.

Aaron: is this for local business ads?

Suzanne: You can choose your region and they have a digital book as well.

Carly: If we didn't sell any books, we could send them back and not lose any funds.

Ashley: What have we got to lose?

Jared: How many fundraisers do we want to do next year? What is the best bang for our buck?

Melissa: I don't like doing too many fundraisers, parents get tired of them.

Suzanne: So next year we will do the Cash calendar, the Christmas Concert 50/50 Draw, Mundare and Poinsettia order and can add on something next year if we decide to.

c. Treasurer

The bank account balance started this year at \$14,700.20

Revenue:

\$7,015 fundraising

\$1.73 bank interest

Expenses to Date:

\$490 insurance

\$450 Insurance

\$344.59 classroom supplies

\$3795 fundraising

Balance at the end of the year expected to be at \$13,300.

Suzanne: We like to keep a balance of at least \$8,000 at any given time.

d. Library

Aaron: With Covid we have paused our situation for a full library renovation. We would like to move forward with comfortable seating for our library. We would like to make it a comfy space for the kids to read and enjoy their time in the library. With Covid, we removed all fabric.

We would like to have a little reading nook and some acoustic trees.

Homeland Housing had donated some Chromebooks.

Would like to get a modular 360° couch and this one would be able to pull it apart and move it around. It would withstand the wear and tear of young kids.

C shaped couch

Snake –sit and play snake for the Pre-K area.

Acoustic trees 8ft'

The quote for these additions would be \$18,500. School funding will cover most of it. We are hoping to order it right away so we have it set up for September.

Suzanne: We have a legacy dollar amount we usually give to the school to use at their discretion and we have not done that yet, we have an excess of our minimum (\$8,000) in our account of \$5,300, we could look at donating that for the library space.

Carly: Will this be enough money to help cover the needs?

Aaron: we can add carpets and cushions or supplement next year, we would gladly accept any donation from the PSS, and we are grateful for your ongoing support. We will know later in the week, budget wise if we can go ahead and order the furniture.

Ashley: I am in favour and hope it happens. Will give the kids a more inviting comfortable space at the library.

Debbie: I think its great, looking forward to having the kids' reading and excited to show their friends what they are reading in the library.

Suzanne: I would like to put forward a motion that the PSS contributes \$5000 to the library development.

Ashley seconds the motion

The vote is carried. Suzanne and Kirsten to work with Aaron to get the funds to place the order.

2. 2021/2022 Budget

For next year our proposed budget potential would be again to have the \$8,000 opening balance.

To do the same fundraisers, we usually cover busing fees for swimming lessons and teacher meals for the PTI, the GR 4 trip to Drumheller. As well as the cost of insurance and other related fundraising expenses.

Our closing budget proposed for next year would be \$8,000.

Suzanne: After a discussion with Aaron and not knowing what next year will look like due to COVID, we could defer the official budget approval until we see in September to look at it again. I motion to defer the budget approval until September 2021.

Melissa seconded the motion

Vote is carried.

3. AGM Election

PSS:

Chair

Vice-Chair

Treasurer

Secretary

Directors (Up to 3)

Fundraising

Election Process: ran by Liz Kohle

Chair Position: Suzanne- Let name stand for next year.

Melissa moved nominations cease for chair position.

No oppositions to the position.

Suzanne is Chair/ President for the next term.

Vice Chair Position: Steffanie Dawson

Ashley moved nominations cease.

No Oppositions for the position
Steffanie is the Vice Chair for the next term.

Treasurer: Melissa Nominated Kirsten Sorrell- accepts nomination
Carly moves those nominations cease for Treasurer.
No objections to the nominated position.
Kirsten Sorrell will be the Treasurer for the next term.

Secretary: Melissa nominated Lacey Laing-accepts nomination
Ashley moves those nominations cease.
No objections to the nomination
Lacey Laing is the Secretary for the next term.

Fundraising Director: Melissa Corrier was nominated- accepts position
Suz- moves those nominations cease
No objections to the nomination
Melissa is the Fundraising Director for the next term.

Ashley St. Hilaire, Carly Rigler & Carmen Siemens will remain Directors for the next term.

Meeting Adjournment – 7:35 pm
