

Senator Patrick Burns Parent Association (SPBPA) Meeting

Date: November 29, 2022

Present: Chris M., Jeff S., Tania., Karilynn S., Charleen N., Shannon Peddlesden,
Amanda Vanin,

Regrets: None sent.

TIME: 7:30, Location: Google Team Virtual Meeting

Agenda Item

Quorum met (quorum is 5).

1. **Welcome**

- Call to order: Chris M. called the meeting to order at 7:33.
- Amendments or additions to the Agenda from November 29.
 - Point: No formal agenda this evening. Chris would like if someone else could take chair position, she is very busy.
- Approval from October 18th Minutes.
- Motion to Pass October Minutes – Chris M.
Seconded by – Charleen.,
Vote – Passed, all in favour (7)

2. **SPBPA Chairperson Report- Chris M.**

- Insurance application is in place.
- We are trying to set up a meeting with the administration, band teacher, Chris and Charleen. They are having difficulty getting a time together. Looking for what they need money for within the school.
- Chocolate fundraising has been very difficult. We have sold 85 of 300 cases. This continues to be an issue and requires a solution, suggestions are welcome. We have paid the bill for the chocolates, we need to sell what we have to have a profit.
- Looking to ask administration regarding fun lunch, lunch cart and vending machines, band fundraising, as they are all competing for money with each other. Parents feel that they are

constantly being asked for money. They would like to see where the money is going (ie. Fun lunch is about 10, 000/year)

- Fun lunch is being run by the school now and we don't know how much they make and where the money goes. Last time the Parent Council was in charge of the fun lunch the profit was about 10,000. Would like some more transparency regarding all the school initiatives.

3. **Treasurer Report : Charleen**

- We currently have \$7200 in sales or chocolates and \$1090 in donations, waiting for \$360 that is outstanding included in the \$7200 in sales. We have \$4690 in profit (donations and profit). We had hoped for \$20000 in profit. We are very short. She is holding on to some money in case she needs to buy back some of the extra chocolates.
- Operating account is now sitting at \$7111.35 because the chocolates are a sunk cost at over \$15000.
- Casino account is at \$54024.16
- Insurance will be \$900 out of the casino account.

4. **Casino Report - Tania**

- No report.
- Cairo will be replacing Tania before the next casino.
- Likely Q1 of 2024

5. **Fundraising Planning – Chris and Charleen**

- Poinsettias arrive on Thursday Dec 1 (Sara Saunders has run this). About \$1000 profit from the poinsettias.
- Apples were successful with about \$2300.
- If we are able to get good numbers it doesn't really matter if the feeder schools are doing the same fundraisers.
- We still have 200 cases of chocolates to sell.
 - We have cancelled the second order. They will not take any cases back (at most a handful).
 - Could we set up at the Band concert (Dec 8) or sport events? – the problem is recruiting volunteers to sell.
 - We need to send out requests via mail chimp in order to recruit volunteers (Tania can do this).
 - Emails from the school only go to those that have accepted them from the CBE, we have to follow the FOIP rules.
 - Instagram is run by Brooke Leeder, she can post for us – we really need to sell the chocolates.
 - We could see if Sr. Melchin would take over the chocolates, and the profits would go to the band group.
 - Wondering if we should allocate money directly to band so that they stop competing with us for fundraising– but they have a deep bucket because they always seem to need more money. Maybe they don't realize that we could help toward band trip money from the casino account.
 - Tania will send out an email via mail chimp regarding chocolates to see if we can sell more.
 - Shannon can sell at the band concert on Dec 8, Chris will get them to Shannon.

- Charleen will bring some chocolates on Thursday.

6. Funding Requests- Chris

- We do not have a set of funding requests yet.

7. Tasks and Tidbits

- Next meeting in January. Date TBD.

8. Motion for Adjournment @ 8:23: Charleen

Seconded by: Tania

Motion: Passed. 7 in favour.

Minutes Recorded by Karilynn Simpson