

Fundraising Society Meeting

Minutes – September 10th 2019
7:53pm

1. **Call to order** – Sarah.A – President – 7:53pm

Attendance:

Parents: 15 in attendance

Staff: Mrs. Kaye Schindeler – Principal, Mr. Murray Howell – Assistant Principal, Mrs. Marlis Marler – Assistant Principal/Counselor, Miss. Jennifer Mikitka – Grade Four, Ms. Amy Rice – Grade 6

2. **Approval of AGM meeting minutes**

Motioned: Courtney. M

Seconded: Ashley. M

3. **Additions to the Agenda**

- Add Popcorn & Hotdog sales

4. **Vote of approval of 2019/20 School Budget**

Motioned: Keri. H

Seconded: Melissa

4 Executives, 4 Directors at Large – Vote in favour

Approved

5. **Vote on Chair position for the Grant Co-coordinator**

Erin. W – Nominated by Sarah. A – Accepted

Motioned: Sarah. A

Seconded: Crystal. W

4 Executives, 4 Directors at Large – Vote in favour

Approved



6. Popcorn & Hot Dogs Sales

- It was proposed by Sarah. A to hold popcorn and hot dog sales during parent teacher interviews. With the potential to sell juice or milk in addition
- Popcorn sales have previously raised around \$200 profit per event
- Popcorn sales will go ahead on Thursday September 12th from 6-7 pm during Meet the Teacher night. Karli. B, Andrea, Crystal. W to Volunteer. Tara. M will co-ordinate and check supplies

7. Upcoming Fundraisers for Fall 2019

- **Bottle Drive:** Thursday September 12th 2019 – 2-7pm – There will be a Bottle Depot truck parked in the School lay-by. There is a prize draw for a Boston Pizza Gift Card for those who donate
- **Art Cards:** Christmas Cards with student's art work through Staples - High return at 48-53% of sales profited back to the School – Submissions need to be in by October 10th 2019 – Expected delivery date of December 4th 2019
- **100% Fundraiser:** To run from the 2nd week of October until the end of October – Online payment option will include a service fee – Payments by cheque accepted – No cash
- **Silver Bells:** Collections at the Christmas Concert on December 5th 2019 – to cover costs of the venue and bussing – No raffle to be held this year – Cash donations – Concerts will be Kindergarten only, Grades 1-3 and Grades 4-6 – Volunteers will be needed closer to the time

A recommendation was made by a parent to hold a Paint Night, hosted by an Artist who is a parent of a student in the School, with all profits raised going to the School. As per Policies and Procedures of DCFS we cannot accommodate this due to conflicts of interest.

8. Hot Lunch – Crystal .W, Tara. M, Erin. W

- Schedules set for 2019/20
- Added Sobeys as a Vendor – cookies
- Fatburger will be used once, second chance
- 298 sales have been placed so far this round, with 6 more days of sales to go. \$6700 of sales, generating \$1800 of profit
- Hot Lunches will continue to be Zero Waste
- Kaye. S has requested that the sales of sweet treats are reduced to occasional hot lunches. Kaye. S would also like to eliminate juice sales, with a tentative January start to apply these changes. Sara. G from the Wellness Committee supports this initiative

9. Financial Report – Melissa. P

document attached



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10. Audit of 2018/19

- An Audit of Davidson Creek Fundraising Society needs to be completed by October 10th 2019, by two parents or an accountant
- Pam. B – Accountant- has generously agreed to volunteer her time to complete the Audit

Next Meeting: October 8th 2019

Meeting adjourned @ 8:38pm



Financial Statement

Davidson Creek Fundraising Society

For the year June 12,2019–September 9, 2019

Assets

Opening Balance	\$18,716.10	
	Total Assets	<u><u>\$18,716.10</u></u>

Liabilities (*cheques issued not yet cleared through the account*)

Total Liabilities **\$0**

Income

Bambora (18/19)	\$19.98	
Concession/Milk Sales	\$576.65	
Community Seed Grant	\$425.00	
Account Rebate	\$1.95	
Shell Grant	\$1,370.00	
Account Rebate	\$1.95	
Mabels Labels	\$67.64	
Account Rebate	\$1.95	
Bambora (19/20)	\$2,696.65	
	Total Income	<u><u>\$5,161.77</u></u>

Disbursements

Chq #58 Sarah Anderson	\$140.76
Chq #56 Jugo Juice	\$910.00
Chq #63 Crystal Waldo	\$118.51
Chq #61 Erin Wildeboer	\$702.48
Chq #62 Erin Wildeboer	\$83.45
Chq #55 Lunch Lady	\$1,516.25
Chq #64 DLM Distributors	\$776.74



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Chq #66 Courtney Wilkes	\$48.88
Concession Float	\$150.00
Chq #65 Jen Mills	\$93.45
Chq #59 Drama Club	\$71.74
Chq #71 DJ & Photo Booth	\$500.00
Chq #69 Face Painting	\$395.00
Chq #68 Nadine Gritten	\$100.00
Chq #73 Chris MacDonald	\$375.00
Chq #57 Lunch Lady	\$1,600.65
Chq #60 Pancake Breakfast	\$1,104.23
Chq #77 Teacher Incidentals for 2019/2020	\$4,600.00
Chq #78 Time Capsule Yearbook	\$28.50
Chq #75 Erin Friesen	\$130.06
Chq #72 Choo Choo the Clown	\$393.75
Chq #76 Photo Booth	\$250.00
Plan Fee	\$1.95
Service Charge	\$25.00
Chq #74 Sheena Singleton	\$59.85
Chq #70 Sarah Anderson	199.07
Plan Fee	\$1.95
Plan Fee	\$1.95

Total Disbursements \$14,379.22

Closing Balance \$9,498.65

Available Funds \$9,498.65

Future Disbursements

Total Future Disbursements **\$ 0**

END BALANCE \$9,498.65

