# PHIL AND JENNIE GAGLARDI ACADEMY PAC APPROVED MEETING MINUTES December 8, 2020

Meeting called to order at 6:39 pm

**OPENED IN PRAYER** by Kelly Hiller

# Attended by:

Gennelle Holley, President
James Moller
Nicole Grenier
Candace
Simona MacKinnon
Tara Moose, Secretary
Madelein Smit
Kelly Hiller, Vice President
Shannon Smith
Tricia Dol, treasurer

# **PAC AGENDA AND MINUTES**

**MOTION**: 'To adopt the agenda for current meeting'. Moved by Madeleine Smit, seconded by Tricia Dol. All in favor: yes. Motion carried.

**MOTION:** 'To adopt the meeting minutes from November, 2020 with the amendment to delete the comment under Playground Committee report saying that "The message from the school/board is not that if PAC cannot raise the \$20000 the project will not go ahead."' Moved by Madeleine Smit, seconded by Tricia Dol. All in favor: yes. Motion carried.

# **REPORTS**

# **Hot Lunch (Joy Chan)**

No report.

# **Hospitality (Jen Tomlinson)**

No report.

# **Fund Raising Committee (Simona MacKinnon)**

Cookie dough fundraiser did well.

- There are 15 tubs left over that we need to sell due to the fact that each type of cookie dough had to be purchased multiples of 6.
- There will be an email out tomorrow to the parent group with poinsettia information and about selling the leftover cookie dough.
- Poinsettias will be handed out tomorrow.

# **Treasurers Report (Patricia Dol)**

- Account Balances General Bank Account \$17,361.04
Gaming Bank Account \$10,634.55

Fundraisers:

-

Cookie Dough – we brought in \$3,520.00
Paid out Scoops \$2,740.00
Total profit \$780.00

- See appendix for adopted November 2020 budget.

### **Playground Committee (Kelly Hiller)**

- The school has selected a gaga ball pit and playground that will be installed in the spring.
- Kelly believes that Caron has already put a deposit on the playground.
- No information has been provided to the PAC as to whether more direct donations have come in.
- The cost of the project was raised to \$91 000. This was partly due to the increased cost of surfacing. The gaga ball pit needs to be backfilled with a fine crush material which also increased the cost.
- Kelly believes that the current plan for playground surfacing is engineered wood fiber but this may switch to rubber.
- There is new person who has stepped up and offered to coordinate the volunteer labour for site prep and installation.

# **OLD BUSINESS**

#### Raffle

- We need to finalize what our raffle prizes will be this year.
- We have discussed setting ourselves a deadline for final decisions in order to get the gaming license application completed on time.
- Shannon's boss at Whale's Tale offered to put a gift basket together. PAC may purchase this prize at a discount.
- \$249.90 Hydropath and lunch for two at the Kingfisher. Kelly will donate this prize.
- Leighton family is donating tickets for the Saratoga Speedway. We need a dollar value for this prize. Gennelle will look into this.

- PAC could contribute towards the Saratogo Speedway prize by adding a pizza dinner or something like that.
- Kelly was not able to connect with Debbie Jung regarding the April Point lodge prize from last year. Their website indicates that the business is closed but reopening in February 2021.
- We could ask for a lesser donation from this business this year or offer to pay for one night.
- PAC has budgeted \$255 for the purchase of raffle prizes.
- Kelly submitted a donation application to Mount Washington and is waiting to hear back. She requested a prize donation valued at \$277/person but indicated on the application that we would take anything.
- We could consider purchasing a prize through Mt. Washington if we don't get a donation.
- Kelly went to Rocky Mountain Chocolates and discussed a huge chocolate easter bunny. \$250-\$350 value. 3 feet tall. 25 lbs of chocolate. We could use it as an incentive prize for the class that sells the most raffle tickets.
- Offering a class incentive might be tricky during COVID as we can't send the kids out door to door selling tickets.
- We could purchase a nice gift basket as well or offer the easter bunny as a raffle prize.
- Could we offer an online raffle like Habitat for Humanity? We cannot due to the type of gaming license we qualify for.
- Should we hold the raffle later towards the end of the year and hope that COVID pandemic has resolved or maybe warmer season prizes? It can be tricky to change fundraising schedules as we can't conflict with other fundraisers.
- We have discussed approaching Coastal Black for a raffle donation. Gennelle or Kelly will approach Tara Ludwig about this.
- Would Costco donate snowshoes? Their website indicates that their business supports
  projects that sound similar to ours. Gennelle will approach Costco but Kelly will share a
  letter with Gennelle that is sometimes used for approaching businesses. Kelly
  recommends approaching businesses personally when possible. In the past the letter
  had been printed on school letter head. We could add a paragraph to the letter
  indicating that this year's raffle will contribute replacing the playground.
- Kelly finds it helpful to provide businesses with the target dollar value of the fundraising project so that they can feel like their donation will make a difference.
- Tara will email Tami to see if she still has connections to Willow Spa for a donation.

#### **NEW BUSINESS**

- none

#### PARENT FEEDBACK

- none

Meeting adjourned at 7:39pm
Next Meeting on January 12, 2020 (virtual)

#### **APPENDIX**

#### 2020-2021 Adopted PAC Budget Revenue Non-Gaming Revenue: Carry forward Hot Lunch Used Uniform Sales Maber's Label Poincetts Fundraiser Rody Mith Chocolates Cookie Dough/snack sales Donations Revenue Budget 14,481.15 10,198.58 917.53 56.51 15,000.00 1,300.00 700.00 1,000.00 780.00 Thrifty's smile cards Non-Gaming Subtotal Gaming Revenue: 20,100.00 26,433.77 Carry forward from prior year PAC Grant 377.20 4,660.00 Raffle Proceeds 3,500.00 Gaming Subtotal 8,160.00 377.20 TOTAL REVENUE 28,260.00 26,810.97 Expenses Budget Actual Non-Gaming Expenses: Hospitality Pastors Lunch Christmas Concert Christmas Concert Teachers Luncheon (2) Spring break BBQ, Try-us-on-for-a-day Grad Reception End of Year Neighbourhood Welcome back signs Sports Days 1,400.00 150.00 100.00 75.00 Sports Day Hospitality - Subtotal 1,725.00 75.00 Hospitality - Subt Hot Lunch expenses Child-in-need program Thrifty's Smile Card Program Classroom Purchases 2,409.68 10,500.00 10,500.00 1,500.00 500.00 2,500.00 500.00 Classroom Purchases Playground Funds Missions Contributions PAC Expenses\* Non-Gaming Expenses Subtotal 2,484.68 17,725.00 Gaming Expenses: Annual PAC - Grad Bursary Awards night Extracurricular activities - sports/clubs 500.00 2,500.00 500.00 Raffle license/prizes/Draw expenses Field Trip Transportation Sports Team Jerseys 255.00 750.00 Playground Funds Garning Expenses Subtotal 5,745.00 24,470.00 2,484.68 TOTAL EXPENSES Proceeds to carry forward to 2020-21 BUDGET

Non-gaming funds Gerning funds

2,375.00 1,415.00

<sup>\*</sup> PAC Expenses: Sign, annual society filing fees, and various purchases to assist non-gaming fundraising start-up costs.