

Meeting Minutes

Date: Tuesday, Nov 8, 2022

Time of Commencement: 6:30 PM

Time of Adjournment: 8:15PM

Location: Virtual

Attendance: Karen, Nicole L, Ann L, Nancy, Anthony, Harman

Absentees: Elsie

Vice Principal's Update

-

Approval of minutes

- Oct 2022 minutes – approved by Karen, Anthony, Nancy, Nick

Treasurer's update

- Main: \$2015.90 (last meeting: \$3635.90)
- Gaming: \$3002.13 (last meeting: \$4893.55)
- Minimart: \$932.23
- Fundraiser account:
 - Not an easy way to track down funds from the bank account because the reference notes do not mention notes put by folks

DPAC update

- Next meeting date - Monday, November 21st, 2022 - mental wellness
 - Karen will attempt.

Fundraisers / Activities

- N. Van grocery gift cards
 - The minimum spend (\$500) is too difficult for us.
 - Location is specific and not convenient for North Burnaby folks
- Pancake breakfast
 - Dec 16, Friday.
 - Place settings needed
 - Supplies for pancake mix
- Goodie bags
 - \$450 budgeted is aggressive, aim to keep it lower this year.
 - Extra division this year and need to remember the preschool

- Santa is needed to hand them out.
 - Dr. Petropolis has agreed to be Santa
 - Dec 16. 9-10:30
- 50/50 Draw
 - Draw times 11 am Dec 16, after pancake breakfast
 - Draw times 9:05 am March 10
 - Draw times 9:05 am June 16
- Mini Mart
 - Preorder was a good hit
 - Machine ran for 3hrs
 - Supplies have been donated by the parents
 - New Letter for donation request to the parents
 - Current supplies should be ok until January.
- Bottle Drive:
 - Cannot get kids to run the drive because they are not insured in case there is an injury
 - Reach out to parents for volunteers specifically grade 6 & 7
 - Change time to 8:45am
 - Afternoon pickups on hot lunch days
 - Find involvement from grade 6&7 – to be discussed later
- Hot Lunch:
 - Approx \$200 - \$250 per lunch profit
 - Biggest fundraising event of school year
 - Nicole will work with Mrs. Volpe to figure out schedule for Jan
- Concession stand at Christmas concert
 - Try to set this up this year
- Basket Raffle
 - Very time intensive; will re-visit later in the year but it will not be done at Christmas.

Other

- Could we look into changing the Photography company that the school uses?
 - Nancy to have a conversation on current contractual obligations
- Vote on new PAC logo
 - Request to go forward with #2 & #3
- Grade 6&7 Camp:
 - Nancy: find out actual camping costs + transportation
 - Camp is in April
- Saleema Noon:
 - \$1200 potential cost
- Neufeld farms for pie fundraiser
 - Mother's Day? Easter (depends on when it is in relation to spring break)
- Orchid flowers for fundraiser?
 -
- Wine tasting? Scotch tasting? Beer tasting event?
 - Harman? Feb 2023?

- Logistics and Risks concerns
- More of a show, get a percent of sales as well.
- Cost of food?

Action Items

- Harman:
 - Job posting for Lunch Coordinator
 - Wine sampling event exploration
- Gaming License
 - DONE: Karen and Anthony to look through the details
- PAC survey? Elsie
- Nancy:
 - Find out cost of camping trip for Grade 6&7
 - Find out about contractual obligations of photographer used by school

Next meeting: Tuesday Dec. 13, 2022 @ 6:30PM PT