



Annual General Meeting Minutes

Wednesday, November 2, 2016

In attendance:

Terri Ackroyd, Director

Michelle Lyster, Chairperson

Lyndsay Arndt, Director

Amy Dieser, Vice Chairperson

Melissa Kerr, Assistant Principal

Kristine Haug, Director

Sherry Smith-Miranda

1. Call to order (Chair)

The meeting was called to order by Michelle Lyster at 6:41 p.m.

2. Introductions

Introductions were skipped as all attendees knew each other.

3. Amendments to/Adoption of Agenda

No amendments were required. Agenda accepted as presented by consensus.

4. Amendments to/Approval of past minutes of September 28, 2016 meeting.

No amendments were required. **Motion** to approve the minutes of the September 28, 2016 regular meeting: Terri Ackroyd. **Seconded:** Amy Dieser. **CARRIED.**

5. Hot Lunch Report (Terri Ackroyd)

Current period revenue \$13,188.50, profit \$3,722.39.

Discussion held around survey (responded to by 125) that was conducted to get feedback on the frequency. Based on the results we will continue to offer hot lunch every 2 weeks. Other discussion included:

- Chopped Leaf, Press'd - would they work well for the K-9 environment. Press'd is planned for later this year.
- Quizzno's – will work with them to determine if we should change to a more plain option (no veggies, no sauce) or how best to deal with the orders. If toasting them is part of the problem, we could go back to subway. Terri will follow up.
- Booster juice – Sherwood Park locations will not accept our order as we are too big of a school.
- Pagano - Terri will look into trying Nitza's for the next cycle.
- Fat Burger- great reviews

6. Old Business

a. Bylaws (Michelle Lyster)

New bylaws are posted on the website. They have been approved by registries. Awaiting review and approval from AGLC but they pre-reviewed so there should be no issues.

b. Outstanding Fund Raising Requests (Michelle Lyster)

Some funding requests have been deferred until the next meeting due to the recent change in administration. Michelle will meet with Mr. Marshall to review the funding requests with him prior to the meeting.

i. Lighthouse Team Funding Request

Deferred

ii. Microwaves

Deferred

iii. Artist

Motion to approve the funding request for \$2750. Sherry Smith-Miranda.

Seconded: Kristine Haug. **CARRIED.**

c. Fundraising Plan (Michelle Lyster)

i. Panago

Will not proceed with a Panago fundraiser this year.

ii. Paint Nite

Motion to plan a paint nite. Amy Dieser. **Seconded:** Sherri Smith-Miranda.

CARRIED. This event will only be planned if we find an organizer. Amy will post on the Facebook page looking for a volunteer.

iii. Purdy's

Will not proceed with a Purdy's fundraiser this year.

iv. Hot Lunch

Hot Lunch will continue to be offered once every 2 weeks. Not enough support (both for ordering and for volunteering) to increase frequency. Terri is searching for a parent to help her with the planning and organizing. We will approach the core group of volunteer first. Then post on the Facebook pages for a volunteer.

v. Little Caesar's Pizza Kit

Motion to plan a Little Caesar's Pizza Kit fundraiser. Amy Dieser. **Seconded:** Sherri Smith-Miranda. **CARRIED.** Request will be made on the Facebook groups for a volunteer(s) to organize the fundraiser.

d. CIP Grant (Michelle Lyster)

Last year a grant was submitted for a total of almost \$40,000 (\$20,000 requested and \$20,000 matching money). We have received a letter approving \$10,000 from the grant (to be matched by \$10,000 from our organization). We have 16 months to spend the

money. Michelle will meet with Mr. Marshall to discuss the grant and determine the path forward.

7. New Business (Michelle Lyster)

a. New funding request – Babysitting remuneration

- i. Having some trouble getting volunteers to babysit during the SC/PAS meetings. SC is requesting \$20/student per meeting for a maximum of \$240. **Motion** to approve the funding request as written. Lyndsay Arndt. **Seconded:** Sherry Smith-Miranda. **CARRIED.**
- ii. **End of year Staff Appreciation Funding Request**
Deferred.

8. Round Table Discussion

- a. Boston Pizza offers 5% to the school for all receipts presented. Info will go out in the next newsletter.
- b. Ideas were discussed for other school events (non-fundraisers) – Movie night, trade show. Ideas will be shared with SC to determine who plans them. Feeling at PAS is SC plans them and PAS will fund them.

9. Adjournment

Motion to adjourn: Sherri Smith-Miranda at 8:20 p.m. **Seconded:** Amy Dieser; **CARRIED.**