



Annual General Meeting Minutes

Monday, January 16, 2017
7:00pm

In attendance:

Terri Ackroyd, Director	Michelle Lyster, Chairperson	Lyndsay Arndt, Director
Amy Dieser, Vice Chairperson	Melissa Kerr, Assistant Principal	Kathleen Engel, Secretary
Annette Hubick	Aaron Tuckwood, Assistant Principal	Ryan Marshall, Principal

1. Call to order (Chair)

The meeting was called to order by Michelle Lyster at 7:08 p.m.

2. Introductions

Introductions were skipped as all attendees knew each other.

3. Amendments to/Adoption of Agenda

Added a discussion on the Nutrition Policy. Agenda accepted as revised by consensus.

4. Amendments to/Approval of past minutes of November 2, 2016 meeting.

No amendments were required. **Motion** to approve the minutes of the November 2, 2016 regular meeting: Terri Ackroyd. **Seconded:** Amy Dieser. **CARRIED.**

5. Financial report (Michelle on behalf of Randy Schaaf)

DISCUSSION PURPOSES ONLY. Statements provided were actuals to October with adjustments to the approved and submitted funding requests as they were to date. Overall we are in a good cash position and this estimate was to enable us to make some decisions regarding the submitted requests. Formal and updated financial report is to be presented at the next meeting.

**It was noted that we should begin to find a replacement for Randy as this is to be his final year. Would be ideal if incumbent were to have time to transition and work with Randy since he has been in the position for so many years.

6. Hot Lunch Report (Terri Ackroyd)

Period	Revenue (approximate)	Net Profit (approximate)
September – October	\$14,609.30	\$4,325.81
November – December	\$13,239.50	\$3,858.43
January - February	\$13,128.20	\$4,028.09
Year To Date	\$40,067.00	\$12,212.33

- a. Supplier Options
 - i. Booster Juice – Want us to give them a try. New location now willing to deliver and change containers for smoothies. Have experience with large orders. Will give them a try.
 - ii. Tony Roma’s – Provided a credit for the issues at previous lunch. We will give them another try next year.
- b. New Dolly for Hot Lunch Exclusive use requested. Cost is \$100. **Motion:** Annette Hubick
Seconded: Lindsay Arndt **Carried**
- c. Terry will investigate new grocery store potentially
- d. Volunteers for Hot Lunch:
 - i. 2nd in command – Terri is working with Amanda Kirk as a potential second in command
 - ii. Leadership group will continue to assist with distribution
- e. February hot lunch – only have 8 parent volunteers right now. We need 15. We will post a message asking for more volunteers. Terri will distribute via Facebook and Hot lunch webpage.
- f. Going forward parents will not be called to arrange for the lunch pickup if child is sick/absent. It is the parents’ responsibility to call in. Unclaimed lunches will be used as emergency lunches for those students who may be in need.

7. Old Business

a. Bylaws (Michelle Lyster)

Have been approved.

b. Air Conditioning Update

The report on the results of the analysis was deferred again from the last EIPS board meeting. This topic will not likely make it onto their agenda until the end of the school year. This means we have another season of uncomfortable temperatures in our portables. Unfortunately this is completely out of our control.

It was discussed that as a last resort, we do have the option to pay for the air conditioning units on our own (with the limiting factor that the funds earned from the Casino can NOT be utilized for this project). We also obtained, in writing, that the units would be serviced and maintained by facilities. They also previously agreed to take on the operating costs of the units. The units come at an approximate cost of \$40,000. During the 2015/16 school a poll was released (simply to gauge opinions) asking parents if they would be in favor of PAS funds being used for something like this. There appeared to be interest “as a last result”. Of course a formal vote would take place if we were to go in that direction. We are not leaning that way yet but good to understand our options.

c. Nutrition (Annette Hubick)

Annette has attended the meetings on this topic. It appears the EIPS is underestimating the impact that this is going to have on schools and their fundraising. As a result of the questions and discussion that was posed to the board it was determined that a committee would be formed to hash out the ramifications of this, what can be done to mitigate them etc. Annette has volunteered to sit on this committee and it is still open to other parents should they wish to participate. (Note the meetings are held during the day. Interested individuals need to contact the EIPS Board directly). AHS is also now asking for menus and solutions to be presented by potential and existing vendors. No real answers at this point as to what will happen. All we know for sure is that it is to be implemented by September 2017. Potential impact to LLR's hot lunch program will be significant.

d. Outstanding Fund Raising Requests (Michelle Lyster)

i. Lighthouse Team Funding Request

Request - \$5960, Food Truck, pancake breakfast, end of year wolf pack prizes, wolf of the month gift cards, week of welcome treats, student light house treats.

Motion to approve request: Lindsay Arndt **Seconded:** Amy Dieser **Carried**

ii. Microwaves

This has been rescinded.

iii. End of Year Staff Appreciation

Request - \$750 to provide the main meal for the annual Staff Appreciation lunch. Parent donations will provide sides and extras.

Motion to approve request: Lindsay Arndt **Seconded:** Annette Hubick **Carried.**

e. Upcoming Fundraisers Plan (Michelle Lyster)

i. Little Caesar's

A volunteer organizer has been found.

Tentative delivery date has been booked. (Mid February, 16th will not work, 15th for delivery - letter needs to go out ASAP). A decision was made to change to Mid-March delivery . Must get Mr. Marshall some dates

Prizes will be given for Top Class- per capita for each division

- Ideas for prizes: pizza party, pj day, electronics time, etc

ii. Paint Nite

If we hold one it will be in the spring and only if we can find a volunteer organizer. Michelle will put request for organizer in the next edition of the Howler.

f. CIP Grant (Michelle Lyster)

\$10,000 grant cheque was received. This must be matched with an equal \$10,000 from us. Priorities have changed from when the grant was submitted. New priorities include:

- Replacement of science tables that are falling apart

- Redesign of library into a learning common.
- Seats for junior highs in hallways

Motion to approve matching funds of \$10,000 to be used for high priority furniture:
Lindsay Arndt **Seconded:** Annette Hubick **Carried.**

8. New Business (Michelle Lyster)

a. New Fund Raising Requests

i. Projectors

Need new projectors and information television throughout the school. There are 8 projectors that currently need replacing. Total costing of \$9000 for the project.

Motion to approve up to \$9000 for Projectors and TV: Lindsay Arndt. **Seconded:** Terri Ackroyd **Carried.**

9. Adjournment

Motion to adjourn: Lindsay Arndt at 9:11 p.m. **Seconded:** Amy Dieser; **CARRIED.**