

**Immaculate Conception School
Parent Support Group
Zoom Video Conference January 12, 2022
Meeting Minutes**

Present:

Stephanie Primus, Jessikha Hoeg, Deb van Adrichem, Kathleen Barth, Sherry Gilbert, Sarah Roberge, Jose Lukose, Jerry Joseph, Nick Reiffarth, Freddy Padilla, Andrea Born, Cameron Born.

Adoption of Minutes:

- Freddy, Deb

Adoption of Agenda:

- Freddy, Deb

Principal's Report: Kathleen

- Please see the handout.
- A special thank you to the executive committee (Deb, Stephanie, Julia, Nick, Tara, Sherry) for the fundraising efforts last year and for the previous years commitment

Recognizing Achievements in 2021

- Thank you to Fr. Chris for performing the Sacrament of the First Communion
- Thank you for the learning resources for students including new lights in grade three, new chairs in grades three and four
- Thank you to all the teachers, staff parents. The teachers are heroes; they are there for the school and students.

Treasurer's Report: Deb

- See financial handout, year-to-date actuals. There is a healthy balance in all three accounts
 - YTD financials are \$9,300 in revenue
 - Chequing account
 - Three classroom fund honorariums have not been cashed. S. Gilbert will follow up
 - There was an increase of .14 cents in the annual Integris shares

- Purdy's Fundraiser
 - We received 1 cheque for \$2,085 and we have 1 more cheque to come
- Coffee Fundraiser - The coffee fundraiser is still to come
- To date, we have fundraised \$1191 (art cards), and \$2085 (Purdy's) which is \$3276 total. The operating budget for fundraisers is set at \$4,250. Therefore, we are only short \$974 and should be able to reach our fundraising goal.

Parent Support Group Executive Election

Position of Chair

- Stephanie will be stepping down as the Chair
- Stephanie nominated Jes for Chair
- There were no nominations, and no one opposed
- Motion to approve Jes as Chair: Andrea, Jess

Position of Treasurer

- Deb will be stepping down from the Treasurer position
- Julia is nominated for Treasurer
- There were no others interested
- Motion to approve Julia as Treasurer: Freddy, Sarah

Position of Secretary

- Andrea is nominated for Secretary
- There were no others interested
- Motion to approve Andrea as Secretary: Deb, Freddy

School Council Liaison

- Freddy will be stepping down as School Council Liaison
- Jerry is nominated for School Council Liaison
- There are no formal coordinators for each class. However, in most classes there is often one parent who has informally assumed the role, should parents have any questions or concerns

Fundraising Coordinator

- There is nobody in this role currently. The responsibility goes to the Chair if there is no Coordinator in place or a subcommittee can help
- Do we want to look for someone or post for interest?

- Purdy's Chocolate Fundraiser, Coffee Fundraiser, 50/50 Fundraiser, Golf Tournament Fundraiser – initiate with the school office and Treasurer

Youth Uniform Coordinator

- Krista Papp is the Youth Uniform Coordinator
- Parents can come to the building for used uniforms. We have been having this outside lately
- We will need a new Youth Uniform Coordinator for next year

Old Business

Shopping Card Program: Nick and Sarah

- Nick will be stepping down from the gift card fundraising and Sarah was nominated.
- We are waiting for last year's shipment of cards. They will be picked up on January 13, 2022 and taken to the school
- January has been a slow month, nothing new to report
- Signing authority on the accounts can be cumbersome
- There are three accounts
 1. Gaming account
 2. Chequing account
 3. Gift card account
- We may need a letter from the school with Kathleen or Opal's signature
- There are a lot for forms that may be able to be signed electronically
- New signees: Sarah and Julia

Hot Lunch

- There was a facebook post, the hot lunches continue. With COVID protocols, the teachers and staff may have to pick up and drop off lunches
- Local supplier, BK Ranch has been selected for ordering meet for the hot lunches

New Business

- Coffee Fundraising

Golf Tournament Event/Fundraiser

- We should plan this event at least four to six months in advance
- The Golf Tournament may not happen this year with the current COVID restrictions in place

- We will review the decision in March or April – probably a no
- There is not enough time for a quality event, planning to reach out to vendors etc.
- Table the golf fundraiser for this year
- We are off \$1,500, we can use for the Coffee fundraiser

Craft Fair

- Pick a later date for the craft fair, usually the beginning of March
- Stephanie will talk to Raven, who has experience with craft fairs

50/50 Fundraiser

- Do we want to do the 50/50 this year? We fundraise through September, October and November and draw in December
- The operating budget has the 50/50 included, however, it won't hurt the budget if it doesn't happen
- Training may be beneficial, we will train this school year

Purdy's Fundraiser

- Stephanie will continue doing Purdy's

Gift Cards

- Good job on the cards Nick.
- Sarah, Julia, Deb will connect later

Adjourn: 7:53pm

Next Meeting: February 9, 2022, at 7:00pm via Zoom.