

**Immaculate Conception School**  
**Parent Support Group Meeting September 17, 2019**  
**Minutes**

**Present:**

Kathleen Barth, Sonya Goyer, Tracey Taite, Angela Betz, Julia Good, Nicole St. Peter, Sherry Gilbert, Ivy Jepson, Chelsea Handford, Stephanie Carpenter, Deb van Adrichem, Freddy Padilla-Baca

**Adoption of Minutes:**

Tracey Taite, Chelsea Handford

**Adoption of Agenda:**

Sonya Goyer, Tracey Taite

**New Roles:**

- Secretary: Julia Good

**Principal's Report:** Kathleen Barth

- See handout.
- Amendments/corrections:
  - Enrolment down to 189.
  - Water testing results: passed.
  - Fire alarms and extinguishers inspection: passed.

**Treasurer's Report:** Deb van Adrichem

- See hand outs.
- Discussion:
  - Gaming grant application submitted in May; waiting to hear this month.
  - Accounting procedures for golf tournament fundraiser different from other fundraisers; Stephanie, Helen, and Deb will communicate about future procedures.
  - Since it is easy, and people continued to bring in receipts, Boston Pizza program to be advertized once again; included in 2020 budget.
  - Numbers for 2020 budget adjusted conservatively to account for past trends.

- Online PAD fees are expected to rise due to increased use and updated fee structure.
- Pilot projector was success; budgeting for two projectors in 2020.
- Discussion about gaming account: Terry Wilson could come out of gaming; looking into what else could be covered by gaming; will have definition for next meeting.
- Amendments/corrections:
  - Shopping cards should not be in 2020 budget for general account; \$5,000 removed. Will get Shopping Card Program report and account details from Nick for next meeting.
  - Roots of Empathy training budget increased to \$2,000; training not available in Prince George anymore and will include travel and accommodation expenses for Tracy Sousa. Motion to approve change: Stephanie and Tracey. No-one opposed or in need of more time for consideration.
- Motion to approve 2020 Budget, including above mentioned changes resulting in \$20,088.67 surplus in general account: Stephanie and Julia. No-one opposed.

### **Old Business**

- Craft Fair:
  - Angela Betz shadowing Carrie this year, taking over with Carrie's help next year.
  - Tables for November 16, 2019 craft fair sold out.
- Art Cards:
  - Tracy Sousa has taken over.
  - Art to be submitted by September 24, 2019 to qualify for 50% discount.

### **New Business**

- Golf Tournament:
  - Christina Babcock will shadow Kristy and take over. Kristy and Stephanie will guide transition.
  - Tournament pre-booked for same weekend.
  - Will look into tents or other ways to accommodate more people for dinner and increase the number of teams.
- 50/50 Draw:
  - Deb will apply for gaming licence.
  - Ticket sales will be launched at craft fair.

- Booklet sign-out procedure will be same as last year. Will have to ensure that all tickets have names on them as some were missed last year when whole booklets were sold.
- Hot Lunch:
  - Tara Schwab taking over. Tracey will support her.
  - First meeting September 27, 2019 at 8:50am (church hall).
  - Looking for a few more parents to join as some teams are short.
- Shopping Cards:
  - Nick will have report for next meeting.
- Kernels Fundraiser:
  - Easy fundraiser to add on to other events, e.g. hot lunch, feast day, sports day concession, movie night.
  - Flyer to be passed on to grade five in case they want to use it for movie night.
- Staff Appreciation Week:
  - Last week before spring break is very busy. Will be moved after spring break. Staff will decide which week works best.

**Next Meeting:** October 15, 2019