

Immaculate Conception School
Parent Support Group Zoom Video Conference June 16, 2020
Minutes

Present:

Stephanie Carpenter, Deb van Adrichem, Julia Good, Nick Reiffarth, Kathleen Barth, Sherry Gilbert, Freddy Padilla-Baca

Adoption of Minutes:

- One correction for attendance.

Freddy, Deb

Adoption of Agenda:

- Added lawn mower to old business

Freddy, Julia

Principal's Report: Kathleen Barth

- See handout.
- Additional notes:
 - Information about how school will take place in September will be passed on as soon as it becomes available. This will likely not be before mid- to late August.
 - A hybrid form of in-class and online instruction is likely. Increased sanitizing and physical distancing measures will likely stay in place for a while.

Treasurer's Report: Deb van Adrichem

- See Year to date Actuals as of May 31, 2020.
- Additional notes:
 - Yellow highlighted areas indicate items that have changed due to COVID.
 - Craft Fair money recorded under revenue will need to be refunded by August as soon as a definite decision has been made as to whether the Craft Fair can take place.
 - We could forward to the money to 2021, but it would complicate the bookkeeping, and a Craft Fair 2021 is not guaranteed at this point.
 - Will get in touch with Angela Betz to obtain a list of registered vendors and coordinate the refunds.
 - There will be additional expenses coming out of the account shortly.
 - \$6,000 for the lawn mower (shopping card program, Nick needs invoice)
 - \$7,000 for the projectors (cheque being processed)
 - Online PAD machine fee (remind Helen to submit invoice)
 - Kitchen cleaning 2020

- Awards (waiting for invoice)
 - Staff representative mentioned that, given the circumstances, staff would rather forego a staff appreciation gift (in lieu of staff appreciation week). Will do a thank you letter instead to acknowledge their hard work.
 - Bottom line: Missed revenue due to COVID means the PSG general account will run a deficit of around \$18,000 for the year.
 - Not much has been spent out of the gaming account because all extracurricular activities had to be cancelled. Will check again if Roots of Empathy can be paid out of that.
- See Operating Budget as of September 21, 2020 (DRAFT!)
- Additional Notes:
 - Prioritized classroom funds.
 - Christmas concert canvas should be priority as it is very much needed for the next performances. This can be paid from gaming account.
 - Will consider resuming previous fundraisers, e.g. plant sale, to supplement revenues for 2021.
 - Motion to approve with amendments.
Stephanie, Julia

Old Business

- Golf tournament
 - PGGCC will develop a template for large tournaments once they have hosted their first one under COVID measures and restrictions. When this information is available, PSG will make a decision whether the golf tournament will still be a feasible fundraiser this year.
- Lawn mower
 - Lawn mower has been purchased. Total cost \$7,800.
 - Nick is waiting for an invoice for the \$6,000 PSG motioned to contribute.
 - Mrs. Barth will present to School Council to cover the other \$1,800.
 - Father Chris would like to see more formal coordination and communication for joint decision-making. The shopping card program is jointly owned by the church and PSG. Future spending of shopping card funds will require more formal consultation with both parties in the same room.

New Business

- Topics have been covered under previous sections.

Next Meeting: September 15, 2020