

St. Luke Parents Association Minutes

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| Date | April 9, 2018 |
| Attendance | Kristy Rice, Fiona Nyuli, Shannon Blyth ,Kyla Norris, Dave Norris, Mat Weight, Andrea Marson, Brenda Watmough, Erica Odiobala, Aoife Cahill |
| Guests | None |
| General Business | |
| Start Time | 8:54 p.m. |
| Approval of Agenda | Shannon Blyth |
| Discussion Items | |
| Treasurer's Report <i>Fiona Nyuli</i> | Account balance as of today \$14,273.71 <ul style="list-style-type: none"> • Spending and deposits reviewed (see attached) |
| New Business | None |
| Old Business | |
| Bottle Drive <i>Fiona Nyuli</i> | <ul style="list-style-type: none"> • Colette Lastwika hasn't organized the Bottle Drive for April 14 and asked if we want to reschedule. After discussion it was decided to incorporate a Bottle Collection at our upcoming Plant Sale. (<i>Approved by All</i>) |
| Plant Sale <i>Colette Lastwika</i> | <ul style="list-style-type: none"> • 7th annual Plant and Compost sale will be held on Saturday May 12, 2018 from 9:30 a.m. - 3:00 p.m. at the school • Plans for the Plant Sale are as follows: <ul style="list-style-type: none"> • <i>Posters and Gift Certificates</i> – Fiona Nyuli will make up posters for advertising the Plant Sale and create gift certificates that will be sold for \$25 each and can be used at the plant sale or at the South Cooking Lake Greenhouse anytime after the plant sale • <i>Advertising</i> – Kyla Norris will ask Harold at the greenhouse to advertise this event on his sign along highway 14. Posters will be distributed in various locations and neighborhoods as well as on Facebook pages and groups • <i>Plants</i> – Kyla Norris will arrange for the plants from South Cooking Lake Greenhouse • <i>Compost</i> - Dave Norris will arrange for and pick up the compost. Compost will be pre bagged prior to the sale and new this year there will be a silent auction for 5 yards of compost that will be delivered to the winner • <i>Concession</i> - Kristy Rice and Kristy Chamulke will arrange the concession. Proceeds will go to the social justice project for the George Spady Center • We won't have a Mother's Day gift making station as discussed in March instead we will have an area set up to decorate lunch bags for the above social justice project |
| Adjournment | |
| Next Meeting | Monday May 7, 2018 – directly following the School Council meeting |
| Adjournment | Adjourned by Shannon Blyth Time 9:33 p.m. |

General Bank account balance as of March 7, 2018

\$ 16,596.63

Assets *Deposits made since last meeting*

| | | |
|-----------|-------------------|--------------|
| 20-Mar-18 | Bottle returns | 29.65 |
| 22-Mar-18 | Hot Lunch payment | 9.50 |
| | | <u>39.15</u> |

Total Assets**\$ 16,635.78****Liabilities** *(cheques issued not yet cleared through the account)*

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|-----------|--------------------------------------|-----------------|
| 23-Feb-18 | St. Luke - school fee draw 2017 | 300.00 |
| 1-Mar-18 | Boston Pizza | 487.23 |
| 8-Mar-18 | Kristy Chamulke-Hot Lunch | 472.50 |
| 13-Mar-18 | Colette Lastiwka - Open House suppli | 75.95 |
| 13-Mar-18 | Kyla Norris - Open House supplies | 104.85 |
| 13-Mar-18 | Fiona Nyuli - Open House map | 35.05 |
| 15-Mar-18 | Tim Horton's | 443.39 |
| 15-Mar-18 | Nitza's Pizza | 443.10 |
| | | <u>2,362.07</u> |

Current Ledger Balance**\$ 14,273.71****Year to Date**

| | |
|--|-------------------|
| Halloween Dance | \$ 1,115.00 |
| Bottle Drive | \$ 817.80 |
| Advent Concert Couch Raffle | \$ 275.25 |
| Christmas Craft Sale | \$ 1,200.00 |
| Hot Lunch orders | \$ 7,568.75 |
| Ministik Parents Association donations | \$ 100.00 |
| Open House donation | \$ 100.00 |
| Poinsettia fundraiser | \$ 1,313.00 |
| Grade 6 fundraising | \$ 328.05 |
| Interest | \$ 1.66 |
| | <u> </u> |

Total Income**\$ 12,819.51**

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|---|-------------------|
| Babysitting | \$ 400.00 |
| Hot Lunch payment | \$ 7,335.18 |
| Bank Fees | \$ 7.00 |
| Halloween Dance | \$ 993.58 |
| Pointsettia Order Invoice | \$ 1,103.55 |
| Christmas Craft Sale expenses | \$ 380.60 |
| Water Bottle Filling Station contribution | \$ 3,500.00 |
| Advent Concert support | \$ 217.06 |
| Open House | \$ 630.42 |
| Shrove Tuesday supplies | \$ 338.92 |
| | <u> </u> |

Total Disbursements**\$ 14,906.31**

| | Amount Approved | Used | Remaining |
|---------------------------------------|------------------------|-------------|------------------|
| Budgeted Expenditures | | | |
| Welcome Back BBQ | 300.00 | | 300.00 |
| Physical/Cultural Activity | 1,000.00 | | 1000.00 |
| Families in Need - field trip costs | 500.00 | | 500.00 |
| Shrove Tuesday | 300.00 | 338.92 | -38.92 |
| Advent Concert | 300.00 | 217.06 | 82.94 |
| Bus Driver Appreciation Breakfast | 100.00 | | 100.00 |
| Staff Appreciation lunch | 200.00 | | 200.00 |
| Grade 8 Farewell Dinner | 150.00 | | 150.00 |
| Grade 8 Awards | 200.00 | | 200.00 |
| Halloween Dance DJ | 670.95 | 670.95 | 0.00 |
| Halloween Dance decorating and prizes | 200.00 | 122.63 | 77.37 |
| School Planters | 150.00 | | 150.00 |
| Babysitting | 400.00 | 400.00 | 0.00 |
| Parent Council Coffee | 25.00 | | 25.00 |
| Religious Art/Chapel | 360.48 | | 360.48 |
| Open House | 800.00 | 630.42 | 169.58 |
| Grab N Go Breakfast for Gr 6 PATs | 100.00 | | 100.00 |
| Year-end field trip | 1,000.00 | | 1,000.00 |
| Guest presentations | 150.00 | | 150.00 |
| School Promotion/Advertising | 500.00 | | 500.00 |

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|-------------------|-----------------|-----------------|
| <u>\$7,406.43</u> | <u>2,379.98</u> | <u>5,026.45</u> |
|-------------------|-----------------|-----------------|

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|-----------------------|-----------------------------------|
| Fundraising Income | \$ 1,710.99 |
| Budgeted Expenditures | \$ 7,406.43 |
| Over/Under | <u><u>\$(5,695.44)</u></u> |