

Wes Hosford Parent Council Fundraising Minutes

March 18, 2021

Google Meet

Attending: Amy F, Colleen S, Loretta C, Kerry Lyn H, Laura J, Caitlin H, Kim O, Kristi F, Lorelee R, Kya M

Staff: Sue F, Patti B

- 1) Laura called meeting to order at 7:00pm
- 2) Adoption of minutes from last meeting.
 - a. Motion to accept minutes by Kim O
 - b. Motion seconded by Caitlin, minutes approved.
- 3) Grants - Lorelee
 - a. Three grants currently being applied for:
 - i. Co-op Community Spaces program - \$150,000 – the largest grant that we meet criteria for. We applied last year but were declined. We have heard we have to apply multiple times.
 - ii. Council Priority Fund Application – ready to go, reviewed by Laura, will be submitted by next week. No deadline. Strathcona County votes on this one. We are asking for \$20,000. We’ve also highlighted extra costs due to excavation.
 - iii. Canada Post \$5,000 grant – reviewed by Laura, Kerry did financials, ready to go.
 - b. County Clothesline has a small grant, but we already have a \$1,000 donation from County Clothesline so may not apply.
 - c. Patti – new program like Munch-a-Lunch that does grant writing. They take a percentage and have their finger on the pulse of all the grants. Will look into.
 - d. Government matching program is Alberta’s Community Facilities Enhancement Program (A-CFAP) – we will submit next year hopefully once we’ve raised half of the funds we need. We have to apply by May if possible, or September at the latest in order to have the funds to start construction the following year.
 - i. What if the matching program gets cancelled? That is a risk.
 - e. Other grants ideas – Kinsmen and Royal Purple (ladies’ version). Rotary Club. Lions Club.
 - i. Laura to get a hold of MLA.
 - ii. Caitlin to call Rotary first.
 - iii. Colleen had a friend who was chair of fundraising at Wesboro. Laura to reach out to see if she had any other grants.
- 4) Playground Update - Laura
 - a. We met with Leslee Lang from County a few weeks ago. We are still in the queue, despite no progress on fundraising. We shared our plan to maximize school funds raised, then double it with the CFAP grant.

- b. Laura spoke with Katrine Stone at length at Strathcona County to see if we could we have some of the construction work donated. The short answer is no. Project has to go to tender, County takes lowest bid. They would have to put in a bid, get paid, donate money back to EIPS, get a tax receipt.

5) General Discussion

- a. It's an election year, let's ask the Councilors and MLAs for help. Laura met with Councilor Dave Anderson. He has promised \$20,000. He is really rooting for our school and wants to see the playground completed. He's indicated that we should receive the Council Priority Fund Grant (see section 3.a.ii.) He noted we should apply for the maximum \$25,000, and we might get \$2X,XXX. We should also note on application that we can't spend it within the year.
- b. We have close to \$10,000 from the math-a-thon marked for playground but funds have to go directly to the vendor building the playground.
- c. Loralee – kudos to Laura for working so hard and thinking outside the box to get this done.

6) Fundraising Ideas

- a. Write-on Stationary fundraiser – Laura proposing we do this again. Patti confirmed we can proceed.
- b. Can we do any other fundraising within the school? Patti responded no, with all the uncertainty Covid has created we need to keep additional items to a minimum.
- c. Pizza fundraiser proposed by Colleen and Kerry – you pick a night, if you go to this pizza place on this day, our school gets X% of the profits. Kerry to get details and share with school. Next newsletter going out April 6th. School can share details and we'll post on social media as well.

7) Fundraising Items Transition – Kim will need to transfer the fundraising items as she moves off the committee at the end of the year. Caitlin and Laura will take over most of the below:

- Hot lunch and Treat Day coordinators – touch base to ensure they're going to do it 2021-2022
- Get 2021-2022 calendar started if we're good to go for September with fundraising again. Sue should have an update for us by May meeting. Laura to set up meeting with Sue to go through calendar.
- Sports Days, Halloween Dances, Field trips - Kim to handover the names of coordinators – Caitlin and Laura to confirm if they're still on board.
- Fundraising gmail email – needs to be transferred
- Caitlin to take over Facebook admin. Laura is also an admin
- Kerry to remove Kim from master admin from munch a lunch, assign Tanya Turner as master admin and Loretta too.

8) Treasurer's Report

- \$500 from Brown's Social House
- \$380 from Skip the Depot
- In the bank, we have just over \$52,000
 - o \$1,000 held for Seniors Tea.
 - o \$10,000 from Math-athon not included.

Wes Hosford Parents Fundraising Society		
Balance Sheet		
July 1, 2020 to March 18, 2021		
		Total
Assets		
Cash		
ATB Casino Bank Account	\$	780.96
ATB Chequing Bank Account	\$	8,295.75
GIC Fundraising	\$	25,000.00
GIC Casino	\$	19,000.00
Petty Cash	\$	-
Total Cash and Cash Equivalent	\$	53,076.71
Debtors	\$	-
Prepaid Expenses	\$	-
Total Assets	\$	53,076.71
Liabilities and Equity		
Liabilities		
Current Liabilities	\$	-
Total Liabilities	\$	-
Equity		
Opening Balance Equity	\$	55,798.48
Retained Earnings		
Profit for the Year	\$	(3,081.91)
Total Equity	\$	52,716.57
Total Liabilities and Equity	\$	52,716.57

9) New Business

- a. Since we can't cook dinner for the teachers this year, can we do a teacher's boxed lunch for parent teacher interviews? Loretta motioned to spend \$200 on 31 packaged dinners.
 - o Kim seconded it. Motion approved.
 - o Laura and Kim to coordinate.

10) Laura adjourned the meeting at 7:57pm.