

# Camilla School Support Association Minutes

June 21, 2022 6:00 PM

Camilla School Library

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1. **Attendance:** Carol Nelson, Colleen Boddez, Blaire Kochling, Dan Stephens, Deb Rowbotham, Lauren Whitson, and Penny Fisher.
2. **Call the meeting to order:** 6:01 pm
3. **Adopt the minutes from May 17, 2022 meeting**

Motion to adopt the minutes made by Deb; seconded by Lauren. Motion carried
4. **Additions to the agenda** - none
5. **Approval of the agenda**

Motion to approve the agenda made by Deb; seconded by Lauren. Motion carried
6. **Reports:**
  - President / Vice President  
No updates
  - Treasurer Report  
Bank Balance: \$54,171.52  
Outstanding items to come out include lettuce payment to cubic farms, playground repairs, field trip for WEM Grade 9; \$1250 for the various field trips;  
The total amount of the playground repairs is more than allocated in the playground fund. Carol motioned to approve \$61.98 from unallocated category to cover the playground repairs invoice. Seconded by Blaire. Motion carried
  - Casino Chair – no updates
  - Grant Chair – no updates
  - Administration/Parent Council
    - Outdoor playground – developing concept drawing for the RFP in September. Planning for construction spring 2023.
    - Hot Lunch
      1. Questions about the criteria used to select vendors
        - Vendor's able to deliver to RQB
        - Gluten Friendly/Dairy free options
        - About 6 of the vendors are chosen and planned out based on the calendar year (also alternating days with kindergarten days)
      2. Hot Lunch Challenges:
        - Hearing feedback about hot lunch vendors and has helped improve, if there are issues with vendors.
        - Continue to look for volunteers to support on delivery days.
7. **Old Business:**
  - Proposed Budget for 2022-2023 (see table below) = **Total: \$16,200**

Amount	Category	Details
\$2500	Field Trips	10 grades x \$250 each
\$1200	Operational Expenses	insurance, photocopying
\$5000	School Spirit	Things like t-shirts, in-school meals, CSC requests. Based on \$10 per student
\$1000	Grab n Go	\$100 x 10 months; fresh fruit day, etc.
\$1500	Staff Appreciation	\$25 gift card at Christmas x 50 staff members plus \$250 to cover P/T interview dinner
\$5000	School Requests	Things for particular programs or classes, like technology, foods, athletics, music, art, etc.

- o Action - Carol to re-work the spreadsheet to reflect this budget for the 2022-2023 year.
- Meetings for 2022-2023 year
  - o September & AGM in June Meeting – in person
  - o Monthly on zoom – to get more attendance

## 8. New Business:

- Fundraiser Timelines
  - o Cubic farms – October
  - o Meat fundraiser – November
  - o Plants – through growing smiles (spring) – need lots of space.
  - o Math-a-thon/Read-a-thon – May
  - o Fundraisers parked for now
    - Apple fundraisers – on waitlist
    - Little Caesar – break for this year
    - Poinsettia – delivery before Christmas
    - Make it sow – ~February
- AGM for 2022-2023 in May/June
  - o Thank you gift
  - o Deb Motion to purchase flowers and a gift card for Bonnie (in the amount similar to the gift purchased for Trish/Sherry - Carol to confirm amount). Seconded by Blaire. Motion carried

## 9. Celebrations

Thank you Bonnie for your years of support to the CSSA

## 10. Meeting Adjourned 6:45 pm

**Next Meeting: September 20, 2022 7 pm Camilla School Library**