

Camilla School Support Association Minutes

Camilla School
September 19, 2023

Attendance: Penny Fisher, Lauren Whitson, Nicolette, Trisha Sheehan, Amanda Paquette, Shallen Moore, Veronica Schoenberger, Marla Zubiak, Carol Nelson, Joe Dwyer, Bonnie Borle, Megan Schwandt, Deb Rowbotham, Kevin Elias

1. Call the meeting to order

- Meeting called to order at 7:16pm
- Verification of quorum – quorum met

2. Review of Agenda

- No additions or amendments

3. Approval of the minutes from June 13, 2023 Meeting (motion to accept)

- Motion by: Deb Rowbotham
- Seconded by: Penny Fisher.
- Motion carried

4. Reports

- President / Vice President
 - Nothing to report
- Treasurer Report
 - It was proposed for reporting that we go with year to date numbers (that being calendar year and not September to September) to track the progress during the year verse the budgeted amounts – all agreed
 - Current balance in the regular account \$27,955.88
 - The casino account has a current balance of \$2,350.90 of which the funds are allocated towards the advisors for the Casino
 - The Grab & Go budget was a bit underestimated, so will need to increase for the upcoming year. It was suggested the volunteers should know how much they have for a budget to spend when purchasing for the month.
 - **Motion 1:** To increase the yearly Grab & Go budget to \$1,440/year or \$120/month
 - Motion by: Deb Rowbotham
 - Seconded by: Bonnie Borle
 - Motion carried
 - **Motion 2:** To reimburse Lauren for the treats purchased for the Harvest Grab in the amount of \$41.98
 - Motion by: Marla Zubiak
 - Seconded by: Bonnie Borle
 - Motion carried
 - **Motion 3:** To reimburse Shallen for the year end Hot Dog lunch expenses in the amount of \$47.26, as well as the items purchased for the Grab & Go in the amount of \$55.63 for a total of \$102.89
 - Motion by: Deb Rowbotham
 - Seconded by: Amanda Paquette

- Casino Chair
 - It was determined we will be allocated \$19,187.85 from the Casino worked
 - Tips in the amount of \$43 were earned during the Casino and it was suggested and approved that it would be put towards extra budget for the Grab & Go
- Grant Chair
 - Marla to approach Kevin to see if the school needs any new technology, as there is a grant through Best Buy grant with the deadline being October. Kevin suggested in the meeting that there is always a need for additional Chrome books.
 - Inquired if any other grants were required for the outdoor learning centre, Kevin indicated that no other grants were required.
- Administration/Parent Council/Student
 - Nothing new to report

5.0 Old Business

- A motion needed to be made to officially fill the vacant secretary position
 - **Motion 1:** To nominate Megan Schwandt to fulfill the vacant role of secretary
 - Motion by: Lauren Whitson
 - Seconded by: Bonnie Borle
 - Motion carried
- Casino
 - Casino went well and will be notified of another one in three years
- AGM Date April 2024
 - It was suggested the AGM be moved from June to April, as people seem to be more engaged in April and it is hoped there would be more participation
- Recap of the 2023/2024 Budget
 - \$3,000 - Field Trips for each of the ten grades at \$300/grade
 - \$1,440 – Grab & Go
 - \$ 400 – Operational Expenses
 - \$ 600 - Staff Appreciation, it will be changed from gift cards to food/coffee contributions throughout the year
 - \$5,000 - School Requests
 - \$5,060 - School Spirit
 - \$15,500 for expended budget
 - Last years total spend was \$8,052.43

6.0 New Business

- Membership email
 - Need to send out an email to request permission to be added to the email distribution list for the CSSA for any new members. Carol and Lauren to work on this.
- Fundraisers for 2023/2024
 - The committee will only be doing one fundraiser, which will be a meat fundraiser around Easter time
 - Boston Pizza receipts are still being accepted and we are receiving 5% back. Penny was going to look to see if we could get a print out of the Boston Pizza receipts for the purchases made through Healthy Hunger and determine if we could receive 5% back on those purchases as well.
 - Healthy Hunger is still acting as a good passive fundraiser throughout the year

7.0 Celebrations

- There was \$1,000 received for the Green Up grant, of which only \$200 was spent to date for the trees. Thanks to Marla and her family for taking care of the trees all summer.
- A donation of \$2,500 for trees was received from the Rotary Club of Morinville Sturgeon for the trees as well
- Several trees will need to be replanted due to the work currently being done for the drainage issues and any other funds not utilized will be used for landscaping around the outdoor classroom.

8.0 Next Meeting of the Camilla School Support Association

- October 17, 2023

9.0 Meeting Adjourned

- 7:38pm