

Camilla School Support Association Minutes

Camilla School
June 18, 2024

1. Attendance: Robyn Sheehan, Kathy Paquette, Penny Fisher, Lauren Whitson, Michelle Krywko, Marla Zubiak, Joe Dwyer, Kevin Elias, Megan Schwandt, Carol Nelson

2. Call the meeting to order

- The meeting was called to order at 5:49pm
- Verification of quorum – quorum met

3. Approval of the minutes from May 21, 2024

- Motioned By : Penny Fisher
- Seconded By: Robyn Sheehan
- All in favour – motion carried

4. Review of Agenda – Additions and Approval

- No additions
- Motioned By: Megan Schwandt
- Seconded By: Carol Nelson
- All in favour – motion carried

5. Reports

- President / Vice President
 - Banking update:
 - The banking has been updated
 - New signing authority: Lauren, Penny and Megan
 - Megan has access to on-line banking
 - Playground:
 - Kevin to update on playground deficiencies
 - The sand for the playground is considered fine and is twice the depth required, it just needs to be tilled on a more regular basis
 - The school will purchase more mulch for the new playground to fill in some low spots
 - There are still a few items needing attention on the list; however, Kevin is still looking into them and asking more questions.
 - Outside of the sand being tilled, nothing needs to be fixed immediately.
 - What is required for funding to cover the deficiencies
 - No immediate funding requests
 - Tree Watering/Garden:
 - Proposal one: Who maintains the schoolyard and could they water the trees?
 - No – difficult for them to get there over the summer and it shouldn't be relied upon
 - Proposal two: Outsource the watering to outside help
 - Nash Zubiak was suggested as person to complete the watering, as he will have access to all of the required supplies

- The committee to provide gift cards to Nash Zubiak to thank him for his time for watering the trees over the summer
 - Nothing needs to be set up for the garden boxes/center this year, will reevaluate next year
 - 2024/2025 Budget Suggestions:
 - How much was allotted and how much was actually spent?
 - The committee only spent approximately \$4,300 with \$2,700 to come out of the account, so about \$7,100 in spending for the 2023/2024 year
 - Spending is roughly \$7,000 - \$9,000/year
 - Every school received an allocation for nutrition from the Government of Alberta in the amount of \$10,000; as such, the Grab and Go will be paid for by the school in the 2024/2025 school year
- Treasurer Report:
 - The payments made out of the account recently:
 - Coffee Cart - \$20.70
 - Robyn Sheehan - \$239.27 – chips for hot dog lunch
 - Final numbers: \$29,604.57
 - Casino Balance: \$22,356.34 - balance has not changed
 - The annual report shows \$50,915 in revenue and \$25,358 in expenses
 - Amanda Paquette and Shallen Morre have audited them and approved them
- Casino Chair
 - Next casino for the school will be in the fourth quarter of 2026
- Grant Chair
 - Welcome to Michelle Krywko for stepping into this position
- Administration/Parent Council/Student
 - June 20th Hot Dog Day
 - Volunteers for the day are: Lauren Whitson, Penny Fisher, Stacey Mizera, Cindy Fulton and Amanda Brochu
 - Looking for more volunteers – good for volunteers

6. Old Business

7. New Business

- 2024/2025 Fundraising:
 - 50/50 Fundraiser:
 - The committee's license covers it
 - Interested in using Rafflebox – we would make approximately \$7,900 with \$10,000 in sales after the fees
 - The timing of when we do the 50/50 needs to be well planned
 - May hold off till 2025 when more funds might be required
 - Prairie Gourmet Perogies for fall 2024 with delivery before Thanksgiving
 - Nothing actually needs to be fundraised for the 2024/2025 year so might look at postponing some fundraising, but should at least look at doing one thing, so there isn't a requirement to do a significant amount in one year

8. Funding Requests/Motions

- Motion 1: To reimburse Lauren Whitson \$882.25 for hot dog lunch supplies from Costco.

- Motion 2: To reimburse Camilla School \$183.92 for their excess hot dogs for the hot dog lunch.
- Motion 3: To approve up to \$350 in gift cards for Nash Zubiak for reimbursement of watering the trees for the summer
 - Motioned By: Lauren Whitson
 - Seconded By: Robyn Sheehan
 - All in favor – motion carried

9. Celebrations

- Nothing to report

10. Next Meeting of the CSSA

- September 17, 2024 at 7:00pm

11. Meeting Adjourned

- Meeting adjourned at 6:17pm