



QMS Parents' Association

Minutes of Meeting

April 12, 2021, 7:00 pm

Online Zoom Meeting

PA Executive:

Chair: Sherra Collett
Vice Chair: Rachel Munro
Treasurer: Kevin Westwick (absent)
Secretary: Laura Hagen
Community Welfare: Kirsty Grant
Past Chair: Alana Smith

QMS Staff: Hayley Picard, Director of Marketing & Communications
Heather Bartfai, Manager of Alumni & Community Relations

PA Members: Cathy LaPointe
Natalie MacGregor

Called to Order at 7:03pm

Welcome and Introductions

Sherra welcomed the PA Members and school staff to the PA meeting. Everyone introduced themselves to the group as we had some members that were new to the meeting.

Approval of the Minutes from March 1, 2021

Motion to approve the minutes moved by Alana Smith, Seconded by Heather Bartfai.

Reports

Chair: Sherra updated us on the Spring Fundraiser. It is now up and going with conjunction of OOMA's strawberry jam sales. It closes on the 16th of April but can continue online another week. She spoke to how great it was to be online and accessible to more families.

Vice Chair: Nothing to report

Secretary: Nothing to report

Treasurer: Absent. Sherra spoke about taking care of the balance sheet and how we look forward to funding the items we promised previously. While leaving the PA Executive next year sufficient funds to start out.





Community Welfare: Kirsty reported having sent out a condolence card and a congratulations card. She also mentioned that we need to think about end of year cards as it is a big job and she will need assistance.

Past Chair: Nothing to report

Discussions & Updates

The Spring fundraiser is currently ongoing. Hayley was asked to add it to the Royal Reminder and to consider putting it on a Facebook event. Hayley was asked to put an online cutoff date of April 22nd. Laura brought up that the password for the online E-transfer only accepted 4 digits and some banks require 6-digit passwords so we need to consider that in the future.

A call was put out to the QMS Community for people to consider taking over the PA roles that will be vacated after this school year. Cathy LaPointe and Natalie MacGregor put their names forward for PA Chair positions for the 2021/2022 year. We also look forward to lots of new families coming next year and growing the QMS Community further.

New Business

Digital forms are becoming more normalized with the pandemic. Many parents are getting used to using them. I.E.: Lunch menus. Next year we could consider moving forward with less paper or eliminating it as well. Alana pointed out that we still often need that paper reminder sitting at home to remind parents what is upcoming or ongoing.

Sherra let us know that Growing Smiles as a fundraiser was an easy and seamless way to get the current fundraiser going. It was easy to get up and running so for future they are great to work with.

Kirsty and Sherra will touch base about getting the staff thank you cards facilitated. It is especially important this year to acknowledge the staff and community of QMS as it has been a challenging year of school.

Meeting Adjourned at 7:25pm

Next Meeting: **Monday, May 3, 2021 at 7:00pm** via Zoom



QMS PAC
Balance Sheet
As of April 25, 2021

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	27,943.41
Gaming	3,989.55
ISCU Membership Shares	5.72
Restricted Funds	0.00
Total Cash and Cash Equivalent	\$ 31,938.68
Total Current Assets	\$ 31,938.68
Total Assets	\$ 31,938.68
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
Total Accounts Payable (A/P)	\$ 0.00
Total Current Liabilities	\$ 0.00
Total Liabilities	\$ 0.00
Equity	
Opening Net Assets	29,224.06
Profit for the year	2,714.62
Total Equity	\$ 31,938.68
Total Liabilities and Equity	\$ 31,938.68

Profit and Loss
September 1, 2020 - April 25, 2021

	Total
INCOME	
Fundraising (net)	
Bazaar	
Bazaar Raffle	5,501.16
Poinsettias and Wreaths	2,889.84
Total Bazaar	\$ 8,391.00
Hanging Baskets	2,684.88
Thrifty's Smile Card	80.00
Unicycler	-2,785.00
Total Fundraising (net)	\$ 8,370.88
Gaming Grant	6,900.00
Interest	0.12
Total Income	\$ 15,271.00
GROSS PROFIT	\$ 15,271.00
EXPENSES	
Bank fees	1.00
General Admin	193.58
QMS Wish List	12,310.92
Total Expenses	\$ 12,505.50
OTHER EXPENSES	
Other Miscellaneous Expense	50.88
Total Other Expenses	\$ 50.88
PROFIT	\$ 2,714.62