



QMS Parents' Association

Minutes of Meeting

February 1, 2021, 8:30 am

Online Zoom Meeting

PA Executive:

Chair: Sherra Collett
Vice Chair: Rachel Munro
Treasurer: Kevin Westwick
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
Kim Ludvigson, Executive Assistant to the Head

Called to Order at 8:31am

Welcome and Introductions

Sherra welcomed PA Members and School Staff to the first PA meeting of 2021.

Approval of the Minutes from December 7, 2020

Motion moved by Heather Bartfai, Seconded by Alana Smith.

Reports

Chair: Sherra spoke about the PA funds that funded purchases such as the Digital Camera the school needed. She asked if we could get a list of items the school needs. She mentioned that it isn't prudent to leave a large balance. And leaving the next years Parent Association about \$5,000 would be a doable amount to start the year. She also spoke about how we could get other parents to be interested in joining the Parents Association.

Vice Chair: Nothing to report

Secretary: Nothing to report

Treasurer: Kevin did not have much to report. He wrote out a few cheques for items but nothing else to report on.





Community Welfare: Kirsty reported having sent out a Christmas greeting showing gratitude for everyone doing so well this challenging year. She kept it light and festive, writing to faculty and staff. She also wrote a dozen cards to new families who have arrived at the school recently.

Past Chair: Nothing to report

New Business

Spring Fundraiser: Sherra has been in contact with a new company called Growing Smiles. They are similar to DFS in that they are set up online and do fundraising. They sell plants, hanging baskets, succulents and starter plants. Alana asked if she could get a profit margin to compare to previous fundraisers. It is attractive as a fundraiser in that they are flexible but no shipping to home due to the nature of the product. Sherra wondered if we could tie it into the fertilizer that the school sold previously. Kirsty will reach out to Bruce to ask if they still have that going on. Kirsty also suggested we reach out to OOMA to ask if they might also want to sell preserves with it. Heather will connect with OOMA to ask if it was something they might consider.

Other Business: Kirsty wondered if we could reach out to the school about the new TLC expansion to see if we can contribute to its opening. Rachel agreed and thought perhaps we could sponsor it in some way. However, we don't know what the school has planned for it at this point.

Kirsty asked about the Centennial celebrations. Wondering if we should send cards to the Alumni? Hayley let us know that 95% of the festivities are being postponed. No outside people are able to come onto campus right now. Hoping we can celebrate together in 2022.

Sherra also brought up that we need to think about how to introduce the PA to new and incoming families. Kevin mentioned we should discuss the changeover of the PA for the future at some point as well.

Meeting Adjourned at 8:57am

Next Meeting: **Monday, March 1, 2021 at 8:30am** via Zoom



QMS PAC
Balance Sheet
As of February 22, 2021

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	26,455.11
Gaming	3,989.55
ISCU Membership Shares	5.72
Restricted Funds	0.00
Total Cash and Cash Equivalent	\$ 30,450.38
Total Current Assets	\$ 30,450.38
Total Assets	\$ 30,450.38
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	1,226.32
Total Equity	\$ 30,450.38
Total Liabilities and Equity	\$ 30,450.38

Profit and Loss
September 1, 2020 - February 22, 2021

	Total
INCOME	
Fundraising (net)	
Bazaar	
Bazaar Raffle	5,501.16
Poinsettias and Wreaths	2,889.84
Total Bazaar	\$ 8,391.00
Thrifty's Smile Card	80.00
Unicycler	-1,782.00
Total Fundraising (net)	\$ 6,689.00
Gaming Grant	6,900.00
Interest	0.12
Total Income	\$ 13,589.12
GROSS PROFIT	\$ 13,589.12
EXPENSES	
Bank fees	1.00
QMS Wish List	12,310.92
Total Expenses	\$ 12,311.92
OTHER EXPENSES	
Other Miscellaneous Expense	50.88
Total Other Expenses	\$ 50.88
PROFIT	\$ 1,226.32