



QMS Parents' Association

Minutes of Meeting

March 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 PA meeting.

Approval of the Minutes from February 1, 2021

Motion moved by Kevin Westwick, Seconded by Heather Bartfai.

Reports

Chair: Sherra spoke about how she is making herself personally available as a contact for people who are interested in roles with the PA executive in order to help encourage people to put their names forth for next year.

Vice Chair: Nothing to report

Secretary: Nothing to report

Treasurer: Kevin reported he has been dealing with issuing Unicycler cheques. He has started the process of sending them out to those who are owed. He is also concerned about the filling of the role of Treasurer for the future. Alana suggested reaching out to the QMS community with those with pertinent backgrounds. Sherra suggested tabling the conversation for later.





Community Welfare: Kirsty reported having sent out a condolence card to a previous staff member but otherwise it has been quiet on her end. She did reiterate to let her know if any events have happened that might need a card distributed.

Past Chair: Nothing to report

New Business

Spring Fundraiser: OOMA has offered to sell their strawberry jam alongside the plant fundraiser which is a nice ode to the Strawberry Tea that will be missed this year. Potential dates for the actual fundraiser are: Forms sent out April 6th and returned by April 16th, with pick up possibly Saturday May 8th. Suggestions were given to also consider Friday May 7th for out-of-town families. Help could possibly come from senior students looking to do service hours. May 4th is an all-school service day so that ties in well with additional hours possible.

Other Business: Sherra had a meeting with Carol Ingeldew and an idea was put forth that funds be considered for a scholarship for a Grade 7 student going into Grade 8. But this only affects the odd student so we could think bigger. We could use \$15,000 to help create an amazing student social area/centre. The students could then have a social zone. Sherra proposed we don't fund small items such as single books and instead put the funds towards the social centre so ALL students can enjoy the space. We all agreed and it was a unanimous yes for that idea

The PA was also asked to fund the candy for an easter egg hunt that the Grade 7 spirit captains will be planning. Sherra will make up individual candy bags in a COVID safe manner.

Unicycler discussion still needs to happen. The School Shop is still in transition. Perhaps the Unicycler can be more efficiently run than in previous years. The school ultimately needs to make the decision. It does make a nice profit of \$9,000 - \$10,000 a year so it is a lucrative endeavor. The new PA going forward will need to make the decision. Essentially it is in limbo with no space available presently and the bookkeeping needs to be made simpler so it can run smoothly.

Meeting Adjourned at 8:57am

Next Meeting: **Monday, April 12, 2021 at 7:00pm** via Zoom



QMS PAC
Balance Sheet
As of March 31, 2021

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	25,063.53
Gaming	3,989.55
ISCU Membership Shares	5.72
Restricted Funds	0.00
Total Cash and Cash Equivalent	\$ 29,058.80
Total Current Assets	\$ 29,058.80
Total Assets	\$ 29,058.80
Liabilities and Equity	
Liabilities	
Current Liabilities	
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	-165.26
Total Equity	\$ 29,058.80
Total Liabilities and Equity	\$ 29,058.80

Profit and Loss
September 2020 - March 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	-2,980.00
Total Fundraising (net)	\$ 5,491.00
Gaming Grant	6,900.00
Interest	0.12
Total Income	\$ 12,391.12
GROSS PROFIT	\$ 12,391.12
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	-\$ 165.26