



QMS Parents' Association Minutes of Monthly Meeting

November 1, 2021

8:15am in TLC II Multi-Purpose Room and via Zoom

PA Executive:

Cathy LaPointe - Chair

Natalie MacGregor – Vice-Chair

Sam Hudson – Treasurer

Laura Hagen – Secretary

Kirsty Grant – Community Welfare

Sherra Collet (absent) – Past Chair

QMS Staff:

Heather Bartfai – Manager, Alumni & Community Relations

Hayley Picard – Director of Communications and Marketing

Kim Ludvigson – Executive Assistant to the Head of School

PA Members:

Alana Smith

Celia Valdes

Called to Order at 8:17am

Welcome and Introductions

Cathy introduced herself and then all in attendance introduced themselves and listed the children they had attending QMS.

Approval of the Minutes from October 4th, 2021

Motion moved by Natalie MacGregor, Seconded by Hayley Picard.

Bazaar Update

Alana gave us an update letting us know that the classrooms have gotten their order sheets for food and the poinsettias/wreaths. Next time we need to have a place to indicate who paid by e-transfer and from what name the transfer came from. Raffle tickets are going out Wednesday and the license for the 50/50 draw has started. We decided to do three draws at 11:00 am, noon and 1:00 pm. More to be discussed at the Bazaar meeting after the PA meeting.

Cathy let us know that the Silent Auction requests are to go out next week, and a raffle basket letter needs to go out to the class reps. A few class reps are still to be found. On the to- do list is to ask for





parent volunteers and we are still looking for vendors to rent tables. Hayley agreed to do another Facebook event to offer spots to vendors outside of the QMS community.

Reports

Chair: Nothing new to report as we are in full swing Bazaar planning.

Vice-Chair: Natalie – Nothing to report

Secretary: Laura – Nothing to report.

Treasurer: Sam – Nothing to report

Community Welfare: Kirsty reported that she wrote a few cards but nothing else to update.

Fundraising:

We made the decision to table this discussion until the December meeting as to not overwhelm while we prepare for the bazaar.

New Business

The Jingle Bell Jog is December 16th. We discussed the possibility of expanding the jog to include the Clements Centre and support their Santa Run. We would need more information from the Centre though. The PA will still hand out hot chocolate and cookies. The Jingle Bell Jog starts at 10:45 am and we will need 4-6 parent volunteers.

Sam needs to still get to the bank to get put on the books and have signing authority. She also mentioned Quickbooks is currently being donated through previous treasurer, Kevin Westwick's account. She finds it helpful so we will have to decide what we are doing in the future.

Kirsty asked us to consider recognizing the long-term staff who are leaving. PA could consider a long-term recognition acknowledgement gift.

Motion to Adjourn

Motion moved by Natalie MacGregor, Seconded by Kirsty Grant.

Meeting closed at 9:10am

Next Meeting **Monday, December 6** at 8:15am in the TLC Multi-Purpose room and on Zoom.

