



QMS Parents' Association Minutes of AGM Meeting

October 5, 2020 at 8:30am
via Zoom

PA Executive:

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

QMS Staff:

Heather Bartfai, Manager of Alumni & Community Relations
Jennifer Shelley, School Shop Coordinator

PA Members:

Amanda Cairns
Ann Buttner-Danyliw
Tyler Vanderputten
Rhiannon Kemmler
Anna Hilberry
Margaret Kapasi
Naomi Singh
Kelly Gave
Fiona Steeves

Called to Order at 8:32am

Welcome and Introductions

Sherra introduced herself and the QMS PA Executive, staff and all those present online introduced themselves.





Approval of the Minutes from September 14, 2020

Motion moved by Alana Smith, seconded by Heather Bartfai

Reports

Chair: Sherra spoke of how different this year is feeling. It is a struggle to find ways to keep the PA community spirit going. She met with Heather Bartfai, Alana Smith and Rachel Munro to work on some of the fundraising ideas with COVID-19 in mind. Heather has been in touch with OOMA as well to keep them involved.

Vice Chair: Absent

Secretary: Nothing to report

Treasurer: Nothing to report as not a single transaction that happened.

Community Welfare: Kirsty continues to be busy and is still writing cards to new families and to staff and faculty with milestones and retirements.

For Discussion and Updates

There was discussion about the raffle for this year. Usually it runs with the Christmas Bazaar and there are three prizes. The first prize is usually monetary and then the second and third prizes are items. Students are given tickets to sell. Alana Smith is again going to run the raffle. This year we could consider approaching our QMS community to donate items for the raffle. Anna Hilberry suggested perhaps a local donation of a weekend at Mount Washington in order to give a local experience. Also suggested, was perhaps a bundle with lift tickets? Alana stated she needs the prizes locked in by October 16, 2020 in order to have the printer start printing the tickets, so things can be ready to go out in a timely fashion. Kevin Westwick said he would be able to apply to gaming with this timeline.

Kirsty asked about doing an online platform for the class baskets. Sherra said more discussion would have to happen with the School. There is concern that it might be a lot for the teachers who already have a heavy burden this year.

Wreaths and Poinsettias are also still going to happen. The bonus is that local businesses supply them and the order has already been put in. It does need to be run





in a COVID friendly manner, with the pick-up date being Monday November 30. We are also going to work with OOMA to sell their jams and jellies concurrently as they are losing the funds from the Bazaar not running.

New Business

Sherra wanted to know how many cards Kirsty still had on hand for her card writing. Kirsty said she still has roughly half of the 1,000 cards ordered, but feels we will need new ones for next year possibly. Sherra wondered if this year could be the year we finally have the photo contest running. Images would need to be without people in the photo and of the campus to keep them in line with what is needed for appropriate card writing. Heather Bartfai also mentioned that Angela Andersen had some amazing designs from alumni for the 100-year celebrations, perhaps those images could be considered.

Meeting closed at 9:02am

Next Meeting: **Monday, November 2, 2020 at 8:30am** on Zoom.



QMS PAC
Balance Sheet
As of October 29, 2020

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	28,937.11
Gaming	7,206.35
ISCU Membership Shares	5.60
Restricted Funds	0.00
Total Cash and Cash Equivalent	\$ 36,149.06
Total Current Assets	\$ 36,149.06
Total Assets	\$ 36,149.06
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	6,925.00
Net Assets	\$ 36,149.06
Total Liabilities and Equity	\$ 36,149.06

Profit and Loss
September 1 - October 29, 2020

	Total
INCOME	
Fundraising (net)	
Thrifty's Smile Card	25.00
Total Fundraising (net)	\$ 25.00
Gaming Grant	6,900.00
Total Income	\$ 6,925.00
GROSS PROFIT	\$ 6,925.00
PROFIT	\$ 6,925.00