



PA Executive:

Alana Smith	Co-Chair
Wendy Leach	Co-Chair
Rachel Munro	Vice-Chair (Absent)
Kevin Westwick	Treasurer
Sherra Collett	Secretary
Karen McAllister	Community Welfare

QMS Staff:

Jenny McLeod	Director of Development & Alumni Relations
Hayley Picard	Communications Manager
Heather Bartfai	Administrative Assistant, Development & Alumni Relations Office

Called to Order at 8:15am

Motion moved by Hayley Picard, seconded by Heather Bartfai.

“To Approve the Minutes of February 5, 2018 as presented.”

Carried

Reports:

Co-Chair: Alana – The purchased steamer is in. The PA donated to the Gala Committee to use and it worked well.

Co-Chair: Wendy – Nothing to report

Vice Chair: Rachel – A suggestion has been made for the September AGM to be used as a welcome meeting for new parents that are interested in the PA. A review can be made as to what the PA does and an interim report could be used to explain what the School wish list is, where the funds are allocated and how parents can approach teachers with suggestions for wish list items. This interim report could be used to create a handout to be distributed at the school uniform shop at the end of the summer.

Treasurer’s Report: Kevin – Nothing to Report

Secretary: Sherra – Nothing to Report

Unicycler: Nothing to report.

Community Welfare: Karen McAllister – There have been two cards written in the last two months. Karen has graciously let the PAC know this will be her last year.

Class Reps: Absent

PA Fundraiser Updates:

- A. **Smile Cards** – We are averaging \$200/month.
- B. **Bulb Fundraiser** – Email Milly to remind teachers to get all forms to her for pick up, Monday March 12th.

Discussions/Updates:

- A. **Directory** – Please send out reminder email for directory.
- B. **Unicycler** – Poster of what PAC has raised needs to be displayed in shop. More volunteers are needed for summer, perhaps some senior students would be helpful. There is approximate two weeks of work, one for prep and one for selling. Possibly the leadership team for Grade 12 can be contacted in the next month.
- C. **Spring Family Fun Night** – Approximately five volunteers are needed for April 20th. Parents are needed to commit and a leadership team will be put in place to organize evening.
- D. **Primary Fun Day** – Volunteers are needed for this fun event. PAC to donate mini ice cream. Please note a dairy free option is needed.

AGM Date: September 17, 2018 for the Major Dates Calendar.

Next Meeting Monday **April 9, 2018** at 8:10am in Karin Quinn Hall

QMS PAC
Balance Sheet
As of March 30, 2018

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	38,824.51
Gaming	8,024.31
Total Cash and Cash Equivalent	\$ 46,848.82
Total Current Assets	\$ 46,848.82
Total Assets	\$ 46,848.82
Liabilities and Equity	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	17,981.23
Profit for the year	28,867.59
Total Equity	\$ 46,848.82
Total Liabilities and Equity	\$ 46,848.82

QMS PAC
Profit and Loss
September 1, 2017 - March 30, 2018

	Total
INCOME	
Bazaar	14,510.45
Family Fun Night	1,014.38
Gala Raffle	-25.00
Gala Raffle (2017)	2,620.00
Happy Hippo	420.00
Mabel's Labels	52.33
Paint Night	240.00
Thrifty's Smile Card	1,023.17
Unicycler	9,976.00
Total Income	\$ 29,831.33
GROSS PROFIT	\$ 29,831.33
EXPENSES	
Books	343.34
Bank fees	24.62
General Admin	607.91
Total Expenses	\$ 975.87
OTHER INCOME	
Interest	12.13
Total Other Income	\$ 12.13
PROFIT	\$ 28,867.59