



**QMS Parents' Association
Minutes
March 7, 2017**

PA Executive:

Kirsty Grant – Chair - Absent
Alana Smith – Vice Chair
Tammy Gurski – Secretary
Karen McAllister – Community Relations
Kevin Westwick – Treasurer

QMS Staff:

Wilma Jamieson – Head of School
Hayley Picard – Communications Manager
Heather Bartfai – Administrative Assistant, Development & Alumni Relations Office

PA Members:

Mary Delury – Chair, QMS Board of Governors
Gurdeep Dale
Rachel Munro
Nancy Wilson
Olivia Boudreau
Jennifer Pelton

Kirsty called to order at 8:08am.

Motion – Alana Smith, Seconded Hayley Picard .

“To Approve the Minutes of January 10, 2017 as presented.”

Carried

Motion – Alana Smith, Seconded Heather Bartfai .

“To Approve the Minutes of February 14, 2017 as presented.”

Carried

1. Reports

Chair: Kirsty Grant introduced a new position. Board of Governors Liaison for PAC – Nancy Wilson. The purpose is to create a better communication pathway between the PAC, School, and the Board of Governors.

We're also creating a new email address for the PAC that will direct email to the Chair and Vice Chair of the PAC. Wilma is working with Kirsty on this.

Vice Chair: Dina Holbrook and Alana have been working on expectation outlines for PAC Executive positions. The goal is to assist in smoother transition of duties when new members join. Jennifer Pelton will try and send a Class Rep expectation description to Alana.

Treasurer's Report: Report Attached – Nancy, Kevin, Kirsty and Wilma will discuss spending of balance in account before end of school year. End of year bursary needs to be discussed.

Unicycler Report: - The Unicycler will be holding a sale on **April 11**, between 2:00pm-4:00pm. All donated items will be 50% off.

Secretary – Nothing to report.

Community Welfare: Karen McAllister is waiting to hear from PrintCraft on the estimated cost for the PAC cards. We have narrowed the cover down to four designs. It was suggested that the PAC purchase 500 cards; 125 of each design so that the cards do not become repetitive.

Class Reps: Jennifer Pelton - Nothing to report.

Board of Governors PAC Liaison: Nothing to report.

2. PAC Fundraisers

Bulbs: Deadline Mar 8 will be order deadline. Hayley will post on Social Media. Deliveries start April 1.

Mother's Day Baskets: The brochure will be produced in two weeks for approval.

Parent Paint Night: \$30 per person for this school community event. It will be on March 31 in the art room. Nancy Wilson is teaching and sponsoring paint night.

Family Fun Night: Four parents are interested in coordinating. Alana and Heather will work on it. Request to move date to **April 21**. Alana to check with Julie if gym is available and check with Dana hospitality to keep meal cost below \$3.00. Looking into volunteers for different stations. Possible service hours for seniors and Grade 7.

Easter Egg Hunt: The event will be on **April 13**. Dina Holbrook will buy candy and give it to Susan for distribution.

3. New Business

School Wish List: Kirsty will discuss with Wilma Jamieson.

PAC Protocol: Clarifying how PAC should be approached about funding to support the School.

PA Fundraising plans for 17/18 school year: We need to schedule fundraisers that fit in with fundraising plans for the Service trip.

That's Amore Popcorn: Kirsty to look into this fundraising option.

4. Close Meeting: 8:55am meeting adjourned.

Next Meeting Tuesday **May 2, 2017** at **8:10am**
in Karin Quinn Hall.

GAMING

BEGINNING CASH Sept 1, 2016	4,750.03
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	Deposits	Expenses	Net
Gaming Grant	5,860.00		5,860.00
Bazaar 50/50	414.50		414.50
Main Bazaar Raffle	5,486.00	(793.86)	4,692.14
Seniors donated for prizes	1,430.00	(1,430.00)	0.00
Ooma donated for prize	250.00		250.00
Gala ticket raffle			0.00
BC Govt deposit			0.00
Interest			5.36
Disb.-Follet Library SW+books			(270.95)
Chapel projector & screen			
Fine Arts lighting & sound			
Primary Mount.Projectors			
Video Camera; Media Arts/Yearbk			
Student laptops			
Gr 9 Essay Prize			
Gr. 12 Grad ceremony			
Bank fees			(12.00)
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Total Profit & Loss			10,939.05

ENDING CASH Feb 28	15,689.08
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Car raffle proceeds -avail. for Library	16,454.26
spent on library to date	(16,413.25)
available for library	41.01

Remaining amount available, unrestricted 15,648.07

Total disbursements (270.95)

Total Gaming + Chequing Disbursements (270.95)

CHEQUING

BEGINNING CASH Sept 1, 2016	3,289.96
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	Deposits	Expenses	Net
<i>Fundraiser Events</i>			
Unicycler 2015/2016	11,570.00	(6,783.00)	4,787.00
Unicycler 2016/17	0.00		0.00
Thrifty's Smile Card (ongoing)	162.29		162.29
Save on Foods (ongoing)			0.00
Mabels Labels (ongoing)	0.00		0.00
Oct Movie Night Fundraiser	809.00	0.00	596.00
Christmas Bazaar (exclude gaming)	12,784.30	(1,263.77)	11,520.53
Interest			5.61
Epicure	0.00		0.00
Bulb (Veseys) Fundraiser	0.00	0.00	0.00
Hanging Baskets Fundraiser	0.00	0.00	0.00
Menchie's	0.00	0.00	0.00
<i>Other Disbursements</i>			
Bank interest/charges			(33.93)
Total Profit and Loss	25,325.59	(8,046.77)	17,037.50

ENDING CASH Feb 28	20,327.46
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Total disbursements