



**PA Executive:**

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

**QMS Staff:**

Hayley Picard	Communications Manager
Heather Bartfai	Administrative Assistant, Development & Alumni Relations Office

**PA Members:**

Denise Phipps  
Olivia Boudreau  
Kirsty Grant  
Jennifer Pelton

**Board of Directors**

Nancy Wilson	Parent Liaison for Board of Governors
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**Called to Order at 8:10am**

Motion moved by Alana Smith, seconded by Sherra Collett.

**"To Approve the Minutes of October 2<sup>nd</sup>, 2017 as presented"**

**Carried**

**Reports:**

**Co-Chair-Alana-**Nothing to report.

**Co-Chair-Wendy –** Nothing to report.

**Vice Chair-Rachel –** Nothing to report.

**Treasurer's Report–** See Attached. It was noted the Unicycler money from last year was deposited. The total amount was approximately **\$13,000**. This was an increase over the previous year due to the influx of new students as well as the increase in supply.

**Secretary**-Sherra – Nothing to report.

**Unicycler**-Steph Gibbs & Andrea Weir – Absent

**Community Welfare**-Karen McAllister – A card will be going out to Jan Green's relatives.

**PAC Fundraisers and Sponsored Events for 2017-18:**

- A. **Family Fun Night**–This fundraiser was a huge success as over 180 students attended. All the pizza's and donated baked goods were sold out. PAC raised approximately **\$1,400** as the cost for the entire event was under \$300. Points to remember for next time was to increase the number of parent volunteers for the event and the need to incorporate new activities for older grades (6 & 7).
- B. **Happy Hippo Fundraiser**–This was a new fundraiser for QMS and the PAC raised approximately **\$720**. The fundraiser was marketed for Christmas so the PAC will look into possible options available for spring. It was noted that 12 tubs were purchased and will be available for sale at the Christmas Bazaar.
- C. **Thrifty Smile Cards**–The PAC should be getting a monthly statement from Thrifty's. Nancy will look into this.
- D. **Poinsettia & Wreath Sales**–All orders due November 7. Class Reps to send out an email reminder. A Facebook event will also be added.
- E. **Bazaar** – Committee has met and plans are under way. Garage Sale items are still needed as well as volunteers for the day of the event.

**Discussion/Updates:**

- A. **Wilma's Wish List**–Items were reviewed and approved. It was noted that the school could use branded umbrellas for athletic events as well as a branded tent. Members of the PAC have thoughts on reaching out to QMS families that have expertise/connections in the areas where new specialized equipment is needed for the school. More research is needed in this area.
- B. **Unicycler**–Wendy is working on a meeting with Wilma and Bruce. The Unicycler is looking for more volunteers...this is a work in progress.

- C. Volunteer Forms**—The PAC is looking into different options to allow parents an easier method of signing up for volunteer activities. Possibly Genius or Google forms.
  
- D. PAC Communication Options**—There was some discussion on creating a bi-weekly newsletter that outlines activities, dates and volunteers. This will be an ongoing discussion as a proposal needs to be brought to Wilma and Hayley outlining a very specific action plan.

**Close Meeting** – 8:55am adjourned

Next Meeting is the PAC AGM  
***December 4, 2017*** at 8:10am  
Karin Quinn Hall

**QUEEN MARGARET'S PAC**  
**Statement of Cash Position (Cash Basis)**  
**2017/18 Fiscal Year to Date**

**REPORT DATE: October 31, 2017**

**GAMING**

<b>BEGINNING CASH</b>			<b>519.48</b>
	Deposits	Expenses	Net
Gaming Grant			0.00
Bazaar 50/50			0.00
Main Bazaar Raffle			0.00
Seniors donated for prizes			1,580.00
Ooma donated for prize			0.00
Interest			0.08
Disb.-Follet Library SW+books			
Bank fees			(4.00)
		Total Profit & Loss	1,576.08
<b>ENDING CASH</b>			<b>2,095.56</b>
Car raffle proceeds -avail. for	Library Software/Content		16,454.26
	spent on library to date	(16,413.25)	
	available for library		41.01
<b>Remaining amount available, unrestricted</b>			<b>2,054.55</b>

**CHEQUING**

<b>BEGINNING CASH</b>				<b>17,461.75</b>
	Deposits	Expenses		Net
			<i>Fundraiser Events</i>	
				13,215.00
Unicycler 2016/2017				0.00
Unicycler 2017/18				9.50
Thrifty's Smile Card (ongoing)				52.33
Mabels Labels (ongoing)				0.00
Oct Movie Night Fundraiser				0.00
Christmas Bazaar (exclude gaming)				0.00
Paint Night				0.00
Family Fun Night				0.00
Bulb (Veseys) Fundraiser				0.00
Hanging Baskets Fundraiser				0.00
Interest				2.37
			<i>Other Disbursements</i>	
Pac Expense				(402.27)
<b>Total Profit and Loss</b>	<b>0.00</b>	<b>0.00</b>		<b>12,876.93</b>
<b>ENDING CASH</b>				<b>30,338.68</b>