



QMS Parents' Association Minutes PA Meeting

September 12, 2022

8:12am in Karin Quinn Hall and via Zoom

PA Executive:

Cathy LaPointe – Chair (absent)

Natalie MacGregor – Vice-Chair

Role not Filled – Treasurer

Kathryn (Kathy) Henderson – Secretary

Kirsty Grant – Community Welfare (absent)

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:

Sherra C

Alana S

Laura H

Katya

Andrea W

Neemet M

Jessica B (Zoom)

Eriskay L (Zoom)

Cynthia L (Zoom)

Mayra B (Zoom)

Fernando M (Zoom)

Called to Order at 8:12am

Welcome and Introductions

All members introduced themselves.

Approval of the Minutes from May 2, 2022

Motion moved by Alana S, seconded by Sherra C.

Reports

Chair: Cathy LaPointe is absent, no report





Vice-Chair: Natalie MacGregor – hoping to talk about bazaar today, no further report

Secretary: Kathy Henderson – nothing to report

Treasurer: TBC, no report

Community Welfare: Kirsty Grant – absent but sent in email update. Kirsty has written 97 cards for the PA over the past few weeks (welcomes and other) and is in need of new PA note cards (both photo and crested cards). Natalie MacGregor moved we approve re-ordering, seconded by Laura H. Kirsty further noted that 3 teachers recently left the school and requests some acknowledgment from the PA. Following discussion, it was determined that two of the three have been acknowledged. Angela Andersen is a recent departure who should be acknowledged. This discussion/information to be relayed to Kirsty for action.

Secretary: Kathryn is absent, no report.

Treasurer: Past Treasurer Sam will continue to finish up and write the last few expense cheques.

Community Welfare: Nothing new to report.

For Discussion and Updates

QMS Bazaar: scheduled for November 26. Natalie MacGregor described bazaar and its history for new PA members. Discussion of event name, as last year it was referred to as “Christmas Outdoor Market” as it was almost entirely outdoors. The PA formally voted to return to “QMS Bazaar” as name. We are able to return to use of indoor space, and now additionally have the Sports Hall, with the restriction of no food in the Sports Hall. Neemet M agreed to assume role of Event Chair, Alana S to provide significant support. Alana S will head up raffle. Cathy Lapointe to head up silent auction. Bazaar committee meetings set for Monday mornings, with first meeting to be held September 26. The plan will be to meet weekly until the event.

Fundraiser Ideas:

- House hoodies – Alana S is heading up the creation and production of House hoodies. Profit will be \$15-\$20 per hoodie, can add name to the back for additional \$5. Group agreed ONLY last name as name option. A custom shirt for DBR, including all three house crests, will be created. First launch will be pre-order, aiming to have order forms out by paper and digital on September 20. Promoted through Royal Reminder. Orders will close October 3. Time to deliver is anticipated to be three plus weeks. May do a second run later in the Fall if interest is there.
- Created by Kids Art cards – Cynthia L has information on this fundraiser and experience setting it up from another school. Art is completed in class on a specified paper size, children take home the art to show parents options for ordering (large range of options beyond cards)





– holiday ornaments, mugs, trivets, etc). The PA facilitates ordering (no burden here on teachers). PA would receive 30% of sales – Cynthia’s last school made \$3000 on this fundraiser. Some teachers need some support with ideas. Borders can have items shipped internationally. The project can be done in both Junior and Senior schools.

Timeline: Oct 4-18 would be good window for artwork completion, then parents receive ordering options a week later. Turn-around post-order is one months and PA receives items and sorts out distribution. Look into pushing time frame to be ready for Bazaar pickup. Cynthia L willing to head this up. Heather Bartfai to check with Susan and Ander re: feasibility in Junior and Senior schools and timeline.

- Mabel’s Labels – this fundraiser is ongoing and is promoted on the website and in the Royal Reminder.
- Bulbs and baskets in the Spring – Growing Smiles – The group agreed to delay discussion of this fundraiser. Sherra C recommends discussing/deciding in December so we can get in on some draws (more financial benefit) with Growing Smiles.

Grade Representatives – Cathy Lapointe will take this one once she returns.

NEW BUSINESS

We need a Treasurer. Sherra C agreed to take charge of the accounting program for purposes of rolling out upcoming fundraisers and events until a Treasurer is secured.

Motion to Adjourn

Motion moved by Heather Bartfai, Seconded by Natalie MacGregor.

Meeting adjourned at 8:59 am by Natalie MacGregor.

The next PA meeting will be on **Monday, October 3** at 8:15 am in Karin Quinn Hall and via Zoom.

