



## **QMS Parents' Association Minutes PA Meeting**

June 3, 2024

Karin Quinn Hall (no Zoom attendees present)

### **PA Executive:**

Natalie MacGregor, Chair

Neemet McDowell, Vice Chair

Kirsty Grant, Community Welfare

Cathy LaPointe, Past Chair (*absent*)

Sherra Collett, Treasurer (*absent*)

Jennifer Cole, Secretary (*absent*)

### **QMS Staff:**

Hayley Picard, Director of Communications and Marketing

Kim Ludvigson, Executive Assistant to the Head of School

### **PA Members:**

Kristin J., Ashley H., Cynthia L., Laura H., Darrel S.

**Called to Order 8:47am** (Neemet)

**Territorial Acknowledgement** (Neemet invited Kristin to provide)

**Welcome, Introductions and Attendance** (completed)

**Approval of Minutes from May 6, 2024** – Approved by Cynthia, seconded by Kirsty

### **Reports** (tabled)

- Chair
- Vice-Chair
- Past-Chair
- Treasurer
- Community Welfare
- Secretary

### **For Discussion and Updates**

**June 10<sup>th</sup> BBQ** – Food has been ordered, parent volunteers have been signing up on SignUp Genius, school logistics completed, etc. PA to source GF buns, therefore Neemet to ask April about brands.

If a larger amount can be ordered in time, other parents are willing to pay the difference if quantity



and take any remaining if the order amount is too large for the event. Waiting for Service Club to confirm student volunteers. Neemet to follow up Sharon, ask Maria to post on the internal website, and for FAs to remind students. Monitor music level on the main sports field.

**Gaming Grant Application** – completed by Darrel

### **Fundraising**

**Holiday Market & Fair:** Planning meeting June 10<sup>th</sup> at 8:15am in Karin Quinn Hall. Neemet to ask Heather re: photo booth person to take photos versus hiring photographer. Class reps to advertise Santa specifically, paid advertising on FB/IG/radio.

**Created By Kids** – Cynthia has arranged for September 2023, and she will connect with staff and Heather in August. Kristin J. has offered to speak with the senior school art classes.

### **Outstanding Action Items**

**Class reps** – Suggestion to reach out to parents in August, ask Cathy if we can send a thank you and ask for commitment for the new school year. Ask Heather for updated parent list by October, and get parent note out ASAP, get ideas for sharing info from Kirstin.

### **New Business**

New family welcome event June 10<sup>th</sup> at 5:30pm, Kim L. to follow up with Harriet and Jess for the list of new families. Harriet asked for PA Executive to attend, if possible, to network with new families, to share information about PA positions, volunteer opportunities and attending PA meetings as members-at-large. Darrel, Ashley and Neemet to attend the event.

Kim L. presented “Thank You’s” from the different departments for the wish list items purchased with PA funds, and artwork from Primary students.

**Next Meeting - Monday September 9<sup>th</sup>, 2024**, in Karin Quinn Hall. 8:00am Meet and Greet at 8:00am with meeting to start at 8:30am.

Meeting Adjourned at 9:25am

