

# Agenda

## Wes Hosford School Parent Fundraising Society

### Thursday January 21, 2016

**Attendance:** Laura Jackson, Clare Wilson, Jennifer Magnusson, Sarah-Jane Lovgren, Tasha Parent, Kim Oliver, Colleen Miller-Helwig, Patti Berry, Kari Huk

1. Call to order: 7:20 pm
2. Approve previous Minutes: Moved by Jennifer Magnusson, seconded by Kim Oliver
3. Election: Vice Chair, Tina Haverslew: Tina has declined to stand for election. Position is still vacant.
4. Reports
  - A. President's Report:
    - Appreciation: Thanks to everyone who helped with the Casino night. Liene Mace organized it and the volunteers had a good time. Thanks to everyone for their ongoing contributions to fundraising!
    - Grants: our application for the grant from Blue Cross was denied. Boo. We will reapply next year. Laura is also in the process of applying for 3 more grants: a Community Initiatives grant (which is specifically for the outdoor classroom, which the county has agreed to pay for, so not sure whether that one will be necessary or not), the County Clothesline grant for \$5K, and a Community Facility Enhancement grant .
    - Question regarding Nitza's Pizza coupons: are we doing them in addition to the Panago ones? Decision was to continue with the Panago coupons in March and add the Nitza's coupons in late May/early June. Andrea will organize.
    - A second bottle drive was brought up, but it was decided that one per year was probably better, especially a well-timed one in September.
  - B. Treasurer's Report:
    - See attached
    - Bottom line: we need to spend some money! Some suggestions from Patti's wish list:
      1. Modular playground equipment that can be purchased separately and will fit into our current footprint, such as an Apollo climbing structure (approx. \$20K)
      2. 60 Chromebooks for the Grade 3 classes, to be purchased after March 1 (\$300 ea = \$18K)

5. Fundraising Initiatives:

- Scentcy (Tashia) (\$0 raised)
- Peekaboo Beans (Jennifer): \$57.40 raised. Although this year was not very successful, Jennifer would like to do it again next November, perhaps with better advertising and better timing (got lost in Fall Break this year).
- Paint Nite: All is coordinated between the organization and the venue. All we have to do is sell the tickets. Our venue, the Bear's Den in Fort Saskatchewan, can fit 100 people, which puts our earning potential at \$1500. Tickets are \$45 ea, of which we get \$15. We have to sell 35 tix or we lose our \$100 deposit. Event is Tues, Mar 8 from 7:00 – 9:00 pm. Flyer and Facebook graphic are ready to be proofed and distributed.
- Magazine sales were brought up to be revisited as they have proven successful at other schools. Many felt they were lost in the overwhelming fundraising that goes out in September and might be better in Nov closer to Christmas.
- Other fundraiser ideas: Outgrown it Sale, Coffee & treats during voting

6. ADJOURN: Moved by Jennifer Magnusson, seconded by Sarah-Jane Lovgren, PASSED.

**Next meeting: March 17, 2016 @ 6:30 p.m. (in library)**

## Treasurers Report – Jan 21 2016

This Treasurer's report covers the period from the start of this school year to 31 Dec 2015.

### Revenue

The main fundraising event since our last meeting was the Casino, however, we've not yet received the funds (approx \$21k) from this yet. This is expected in the next few months.

Hot Lunches and Treat/Popcorn Days combined have brought in revenue of \$9,266 and with total expenses of \$5,877, the profit from both events is approximately \$3,389.

We don't categorise the hot lunches as fundraising as such but they generally do add to our funds. So as a reminder, the average popcorn day makes a profit of approx \$300, treat days are around \$230 and hot lunches can vary from \$300 - \$550 profit.

Our fundraising income for the school year to end of December is almost \$20,000.

### Expenses

Other than the expenses already mentioned, we have had minimal expenditure with some small incidental expenses and teacher appreciation costs.

### Profit

With total revenue at around \$20,000 and expenses at \$13,000, we have a total profit to date of just over \$6,500.

### Bank Balance

The current ATB bank balance is \$27,223. There's also a small balance sitting with Paypal (although funds were received at the end of Dec for 2016 through munchalunch). And not forgetting the balance sitting with Elk Island Public Schools of approximately \$5,600. This gives us a total of \$32,600.

I would like to use the school funds held at Elk Island Public Schools from the monies raised from the 2014/2015 Readathon to purchase the laminator (\$2531). This means we can start drawing down from that account and using it (as we don't want it sitting there for too long and being forgotten about).

*Proceed - there were no objections to using these funds for this.*

### Future Cashflow

I believe we will be receiving funds of around \$20,000 from the Casino. If we sell all the tickets from the Paint Night we will receive \$1,500 and there's also the Panago Pizza coupons (estimate \$1,500 net income). We have some additional hot lunch dates and I estimate that our hot lunches/popcorn/treat days for the remainder of the year will bring in a net income of approx \$6,500. Also, I'd like to think that we could do another bottle drive in the spring which if Tina is in charge of we could earn \$3,000. So taking all of this proposed net income into account, there's an additional \$32,500 coming our way. So now is the time for us to decide and allocate funds to the school as our current balance with the future income is in the region of \$59,500.