

Wes Hosford Fundraising Society – Meeting Minutes
Thursday, September 19, 2024
Hybrid Meeting - School Library & Google Meet

In-person Attendees: Courtney Kohlruss, Tawnia McQueen, Kilby Ritchie, Loretta Campbell, Chelby Tait, Kristi Forsyth, Larissa Henderson, Aubrey Godfrey, Erin Ramme

Virtual Attendees: None

WHF Staff: Susan Freiheit, Ralph Arndt

Regrets: Amy Power, Chantelle Auclair, Trena-Violet Stott

1. Call to order & Welcome

- a. Loretta called the meeting to order at 7:15pm

2. Approval of Agenda

- a. Any additions to the Agenda? Yes
 - i. *Kilby has additional requests for fundraising dollars for playground expansion grand opening (“H” - budget requests) Susan teacher wish lists under budget requests (“I” - budget requests). Chelby adds bottle drive to looking ahead (“I”)*
 - ii. Kilby motioned to approve Agenda with the above changes.
 - iii. Erin seconded the motion.
 - iv. All in favour? 9 in favour, 0 opposed. Agenda approved.

3. Approval of Minutes

- a. Approval of Minutes from May 9, 2024
 - i. Any changes to the minutes from May 9, 2024?
 - ii. Tawnia motioned to approve minutes
 - iii. Erin seconded the motion.
 - iv. All in favour? Yes, 9 in favour, 0 opposed. Minutes from May 9, 2024 approved.
- b. Approval of Minutes from May 29, 2024 Special Meeting.
 - i. Any changes to the minutes from May 29, 2024?
 - ii. Tawnia motioned to approve minutes
 - iii. Erin seconded the motion.
 - iv. All in favour? Yes, 9 in favour, 0 opposed. Minutes from May 29, 2024 approved.

4. Treasurer’s Report

- a. **Balance Sheet**

Wes Hosford Parents Fundraising Society		
Balance Sheet		
September 1, 2024 to September 15, 2024		
		Total
Assets		
Cash		
ATB Casino Bank Account	\$	915.12
ATB General Bank Account	\$	18,591.70
Petty Cash	\$	-
Total Cash and Cash Equivalent	\$	19,506.82
Accounts Receivable	\$	-
Prepaid Expenses	\$	-
Total Assets	\$	19,506.82
Liabilities and Equity		
Liabilities		
Current Liabilities	\$	-
Total Liabilities	\$	-
Equity		
Opening Balance Equity	\$	17,827.04
Retained Earnings		
Profit for the Year	\$	1,679.78
Total Equity	\$	19,506.82
Total Liabilities and Equity	\$	19,506.82

b. Profit and Loss Statement

Wes Hosford Parents Fundraising Society		
Profit and Loss		
September 1, 2024 to September 15, 2024		
		Total
Income		
Food services	\$	-
Mabels Labels	\$	141.00
Save on Foods Wye Road	\$	-
Boston Pizza	\$	-
Skip the Depot	\$	-
Donation/ Grant	\$	-
Oil Kings Tickets	\$	-
Perogies and cookie dough	\$	-
AGLC (casino, 50/50, raffle)	\$	-
Readathon	\$	-
School dance	\$	-
Playground donations	\$	1,587.71
Write on Stationery	\$	-
Code Ninjas	\$	-
Nitza's Pizza Coupons	\$	-
Total Income	\$	1,728.71
Casino funds balance	\$	915.12
Gross Income	\$	2,643.83
Expenses		
Food services	\$	1,973.50
Perogies and cookie dough	\$	-
AGLC	\$	-
Petty Cash	\$	-
Grants to school	\$	-
Sunshine committee	\$	48.93
Insurance	\$	-
School dance	\$	-
Readathon	\$	-
Playground	\$	-
Nitza's	\$	370.79
Other	\$	-
Total Expenses	\$	2,393.22
Other Income		
Bank Interest	\$	-
Total Other Income	\$	-
Profit	\$	250.61

Where has the \$ gone?		
May-23	\$ 25,000.00	to the school for learning common, sports and music equipment and technology
Sep-24	\$ 2,900.00	Expenses for upcoming events (bookfair and family game night) and fundraising incentives for students!
	\$ 3,200.00	\$10/student to teachers for start of year classroom expenses
	\$1,000	Upcoming musical performance for all students
Dec-24	\$ 585.00	50/50 winnings from draw Christmas concert
Apr-24	\$ 453.22	Sound dampening headphones
	\$ 1,727.39	Reset room
	\$ 250.00	Story Ninja Writing Class
May-24	\$ -	Raffle winnings from school dance
	\$ -	Learning commons
Jun-24	\$ 4,971.23	Reset room
	\$ 4,818.86	Learning commons shelving
	\$ 10,225.00	Playground- Pour in play
	\$12,244.50	Chromebooks
	\$ 4,811.10	TVs
Upcoming	\$ 1,592.00	Marsh Insurance
	\$ 1,200.00	Sunshine committee for 2024/2025 school year
	\$ 3,710.00	Beginning of school year teacher and school counsellor stipend (\$10/student)

Wes Hosford Parents Fundraising Society September 1, 2024 to September 15, 2024		
Cash available after projected expenses		
Main Account	\$	12,199.70
Casino Account	\$	915.12
TOTAL Available Cash	\$	13,114.82

5. AGM Voting for positions on Fundraising Society:

a. Co-Chair

- i. Tawnia nominates Loretta Campbell and Chantelle Auclair for the position of Co Chair.
- ii. Loretta accepts nomination for herself and behalf of Chantelle accepts the nomination.
- iii. Any other nominations? No
- iv. Vote: 9 in favour, 0 opposed.
- v. Loretta and Chantelle are elected.

b. Vice Chair

- i. Incumbent Vice-Chair Trena is not in attendance.
- ii. Any other nominations? No.
- iii. The election of Vice-Chair is tabled to a future meeting.

c. Treasurer

- i. Loretta nominates Erin Ramme for the position of Chair.
- ii. Erin accepts the nomination

- iii. Any other nominations? No
- iv. Vote: 9 in favour, 0 opposed.
- v. Erin is elected.

d. **Secretary**

- i. Loretta nominates Amy Power for the position of Chair.
- ii. Amy accepted the nomination in writing ahead of the meeting.
- iii. Any other nominations? No.
- iv. Vote: 9 in favour, 0 opposed.
- v. Amy is elected.

6. **Auditing of the 2023-2024 school year end books - Erin Ramme**

- a. Kristi Forsyth has volunteered to audit books. Thanks Kristi!

7. **Playground update**

8. **Hot lunch/treat day/popcorn update**

9. **Looking ahead with fundraisers:**

- a. Boston Pizza receipts
 - i. Courtney to take over
- b. Oil Kings
 - i. Date given is Jan 1, 2025 @ 2:00pm. First 75 students will get sing national anthem on ice. Tickets priced @ \$25.00, \$5 from each ticket returned to FS. Need to sell 100 tickets minimum, or penalty is applied. Adult chaperone to accompany on ice. Ticket sales to start in October.
 - ii. Kilby motions to approve the Oil Kings fundraiser.
 - Aubrey seconds, all (9) in favour, zero opposed. Motion is approved.

c. **Wes Hosford Gear**

- i. Over the summer, a decision was needed to move forward with the Wes Hosford gear fundraiser previously approved. As per our Bylaws, the Chair may authorize an electronic vote by email if a situation needs to be acted upon by the Board between physical meetings.
- ii. Chantelle motioned that we spend \$500 to create an online store for the sale of school apparel, and spend an additional \$600 to purchase a full sizing set of available apparel.
- iii. Amy seconded the motion.
- iv. The Executive voted unanimously in favour of the motion.

d. **Code Ninjas**

- i. Continue to do parents night out. Every 3rd Saturday and PD days.
 - ii. Loretta makes a motion to continue to do parents nights out.
 - Erin seconds. All in favour (9). Zero opposed. Motion is approved.
- e. Nitzza's coupons
 - i. Courtney to put back onto Munch-A-Lunch, and distribute coupons as purchased.
- f. Mom's Pantry
 - i. To be completed this school year
- g. Readathon
 - i. To be completed in January or February 2025.
 - ii. Call to have a new volunteer assist
- h. Dance
 - i. Date is potentially March 20, 2025
 - ii. Call to have new volunteers for dance and dance concession
- i. *Bottle Drive*
 - i. *Bring a bag of bottle during PTI. Chelby to organize booking trailer. October 23/24 are the dates.*
 - ii. *Kilby makes a motion to spend up to \$25 on supplies for the bottle drive.*
 - *Tawnia seconds. All in favour (9). Zero opposed. Motion is approved.*

10. Fundraising Budget Requests from School Council

- a. Sensory Room
 - i. Sensory room project is now complete. Funds are no longer being held.
 - ii. Kilby makes a motion to spend \$20.00 on wifi plugs for the sensory room.
 - Kristi seconds. All in favour (9). Zero opposed. Motion is approved.
- b. Teacher Resources
 - i. \$2,230.79 request from the school for teacher literacy resources.
 - ii. Tawnia makes a motion to spend up to \$2,300 on teacher literacy resources.
 - Kilby seconded. All in favour (9). Zero opposed. Motion is approved.
- c. Leveled Readers
 - i. Included in "B" teacher resources
- d. Field Trip bussing
 - i. \$1750 request.
 - ii. Erin motions to have the first \$1750 from future Moms Pantry fundraiser allocated to field trip bussing.

- Kristy seconds. All in favour (9). Zero opposed. Motion is approved.
- e. Performance Fees for Assemblies
 - i. \$997.50 request.
 - ii. Kilby makes a motion to spend up to \$1,000.00 on performances for the 2024/2025 school year.
 - Courtney seconds. All in favour (9). Zero opposed. Motion is approved.
- f. Library displays
 - i. \$1700 ask for 10 wide, 2 zig zag library displays.
 - ii. Request tabled to a future meeting.
- g. Chromebooks & 2 Smart TVs
 - i. Discussion tabled to a future meeting.
- h. *Playground grand opening supplies - Kilby*
 - i. *Posters, printing, refreshments, ribbon etc*
 - ii. *Kilby makes a motion to spend up to \$500 on the playground opening.*
 - *Courtney seconds. All in favour (9). Zero opposed. Motion is approved.*
- i. *School Wish List*
 - i. *Birch Bay*
 - *Funding to come from potential 2025 Qualico Clean Up. TABLED*
 - ii. *Mounting of TVs already purchased*
 - *Erin makes a motion to spend up to \$1913 for the installation of the smart tvs already purchased.*
 - a. *Kilby seconds. All in favour (9). zero opposed. Motion is passed.*
 - iii. *Recess Balls*
 - *Request \$214.20 for the purchase of balls for play at recess.*
 - *Discussion tabled to a future meeting.*
 - iv. *Popcorn Maker Part - \$113.75.*
 - *As this is a supply for making the popcorn, the cost should be coming out of fundraising, not a school council request.*

11. Adjournment

- a. Loretta adjourned the meeting at 9:04pm
- b. Next meeting November 21, 2024 at 7:30pm