Bob Edwards School, 4424 Marlborough Dr. NE, Calgary, Alberta

Bob Edwards Parents Fundraising Society Meeting

Minutes – Nov. 26, 2024 following the school council meeting
In-person: Library/Learning Commons; Virtual: Microsoft Teams

1. Call to Order by Suzanne at 6:50pm.

2. Welcome, Introductions and Quorum

   Quorum achieved with 5 members: Suzanne Farshori, Sam Diamond, Lori Beal, Heather Friesen and Nancy McCallum.

3. Approval of Agenda

Motion: Nancy motioned to approve the agenda. Seconded by Sam. Carried.

4. Approval of Minutes

   Oct. 29, 2024

Motion: Nancy motioned to approve the October meeting minutes. Seconded by Sam. Carried.

5. Business Arising From the Minutes

   Decisions on Funding (Casino vs. other sources)

   There was a discussion about putting more effort into finding casino volunteers vs focussing on other types of fundraising. It was agreed that the funds received from the casino are invaluable and far more than any other fundraiser would raise for the 2 days of commitment. The group agreed to stay with casinos. It was suggested to start advertising long beforehand (around 6 months or once we know the date). Kristy suggested using QR codes as this will translate to the person's primary language. Suzanne suggested having a committee for brainstorming these ideas. It was also suggested that communication studies students could brainstorm ideas for how to reach people and gain more parent volunteers.

6. New Business

   a. Insurance

      The ASCA is offering a fundraising association insurance policy through Lloyd & Sadd Insurance brokers for $750 for option 1 plan, which the group decided is sufficient. The policy runs until September 2025 which would then need to be renewed for a 12 month period. Nancy believes this would have to be from general funds, but she will verify if casino funds can be used. Currently, the only payment is through credit card. Suzanne will purchase the insurance and the society will reimburse through e transfer.

Motion: Lori motioned to buy option 1 fundraising association insurance with Lloyd & Sadd. Seconded by Heather. All in favour.

   b. Kristy Skibsted for Director-at-Large

Motion: Sam motioned to appoint Kristy Skibstead for Director at Large. Seconded by Lori. Carried.

c. Christmas gifts for teachers

Sam put forth a suggestion to purchase Christmas gifts for teachers. Nancy expressed that our mandate should be focusing on benefits for students. Heather expressed our duty to be responsible with our funds, particularly general funds as there are many school needs throughout the year. In past years, we have had a teacher appreciation budget of $600. It was suggested we could spread the teacher appreciation budget between two different times: Christmas and teacher appreciation week. The school normally does coffee and cookies for teachers on the last day before winter break.

Motion: Sam Motioned $240 from teacher appreciation budget to offset the cost the school incurs for the barista (coffee and cookies). Seconded by Karly. All in favour except Lori. Carried.

d. Banking Update

Suzanne went to the bank to change signing authority and was given specific forms that need to be filled out and signed by the current signing authority. Suzanne will contact Danielle Luft to get her signature in addition to Nancy. There is a person with signing authority that has been long gone and needs to be removed as well.

7. Reports

a. Treasurer’s Report - Prepared by Nancy.

General Account: $4,099.21
Outstanding liabilities $0

Casino Account: $29.132.02
Outstanding Liabilities: $0

Total all accounts: $33,231.23

Wrestling mat has been ordered.

Kristy will e transfer to the society bank account the $54 received from casino cash donations.

b. Fundraising Report

Healthy Hunger - Heather Friesen

Fat Burger now charges a delivery fee, but it is very popular with the students. The fee is $35. No concerns by anyone. New vendors for Thursdays will be added starting in January.

8. Motions

Suzanne suggested the executive have a separate online meeting to discuss the school funding wish list before the next meeting. Many parents agreed that it would be best if the school could start ordering things as soon as possible rather than waiting until after the next meeting in January.

Motion: Nancy motioned to spend $5500 on the RISE program needs, $620 on science needs, $5900 on math needs, $10,800 on humanities literacy/learning commons needs, and $6000 on art needs. Seconded by Sam. All in favour. Carried.

Waiting on a quote for the sound system.

9. Next Meeting

   Jan. 29, 2025

10. Adjournment

    Meeting adjourned by Suzanne at 7:33pm.