

EAST LAKE FRIENDS SOCIETY MEETING AGENDA

Date: Wednesday November 20th, 2024

Call to order – 5:42

Attendees:

Members: Jen Collins, Claudia McGowan, Mai Jomaa

Non Members: Karen Hanks Craine, Lori Lew, Geoff Standish, Jenn Standish, Rhonda Baptiste-Lacasse, Kyla Sims, Namrata Mangu, Shannon Duque, Janelle Savage, Janelle Sandboe.

Agenda approved by Claudia M. and Janelle S.

Minutes from Nov 2024 meeting approved by Janelle Savage, Janelle Sandboe

Updates to meeting minutes

- Casino account should be \$31588
- Fundraising account \$11602
- Popcorn funds make Dec 2024 - \$624

Repeat to **plant fundraiser**. Discussed pick up before Easter break (April 18) , Andrea can lead but suggests Mothers day as pick up (May 9th) and start of March to go live for sales. Go with Blue Grass to support local business. Seeds and potted hanging baskets. Average price 21\$

Projector Screen: Edna, procurement person, cancelled to come speak at todays meeting. School board came to give quote for electrical, Karen not sure of number. Voted to wait for electrical quote.

Casino update – dates now assigned, June 28 and 29th, 2025 (Long weekend after finish of school) start to look for volunteers, potentially do people trade with CLMS who has their casino Feb. Look at Sign Up Genius to get volunteers, start to make poster and post on socials and incorporate into News from the Nest, etc.

Financial update

Treasurer Report January 15 Kate Haddad:

Fundraising Account \$11775.30

Owed \$5697.65 from healthy hunger ~ \$17472.95

Cheques from healthy hunger were mailed to wrong address, expecting new ones to be mailed to the school

+ Purdy's money ? (no cheque received)

Casino Account \$31588.14

Accounts that school has control over ~ \$4600

Profit from Hot Lunch \$4142 (Up to Dec 31, 2024)

Profit from Art Cards \$1406

Profit from plant Fundraiser \$276 (Extra plant were ordered that didn't sell. Many plants went moldy and got thrown out)

Profit from Popcorn days \$2631

Profit from Xmas movie Night \$749

Profit from Purdy's ???

- Need to complete financial statement and audit from 2023/ 2024 that was never completed by prior treasurer

- Need to find financials from 2023/ proper minutes with financial numbers and record of expenses voted on?? Financial statements are legally required to be presented at AGM's for non profits in Canada. Financial statements prior to 2023 were prepared and audited by the treasurer. Bylaws state they need to be audited by 2 separate, independent board members

- Paperwork is messy, many expenses are questionable and unidentifiable . I do not feel comfortable preparing financial statements for the time period before I was involved and before my kids attended this school.

Discussion was had re: being delinquent for the previous year and looking at solutions: Voluntary Disclosure is an option if choosing to have Gov't involved. Claudia can go through receipts to create a running list of outstanding cheques. Go by monthly minutes to see if recorded in there. Jen talk with Lori Maier to help sort out what's happening for 2023 invoices and transfers . Amanda check for auditor for Rockyview School if deciding to go with voluntary disclosure. Not for profit auditor contact will be shared by Jeff Sandish. Gillian Parmar, to look at auditing and creating financial report. Suggestion to start approving cheques writing before written and bring to meetings to be approved by group.

Funding requests:

Telus spark; \$600, instead of \$800 (Approved Nov meeting)

Be Bright \$150, Event was moved to march. (Approved Nov meeting)

Battle of books \$2500 (Approved Nov meeting)

Mr Wall \$ 94.50 Rainbow Trout Aquarium. Requested in Nov meeting, APPROVED CLAUDIA AND JEN NONE OPPOSED Jan meeting

Christensen w/ Phys-ed based field trip: Total aprox \$8000

Grades K 1 and 4, Seton for swimming , 9x\$350 bus

Grades 2, 3, 5 for skating at rec centre 8x\$175

Grades 6 cross country skiing bragg creek 650-\$1000 based on time it takes to do trip.

APPROVED CLAUDIA, SHANNON SECOND AND NONE OPPOSED

Karen Hanks Crane, student led conferences in spring. 1 meal for each teacher. Up to \$400

APPROVED CLAUDIA AND JEN NONE OPPOSED

Girard Grades 4-6, no Prefontaine, Be Brave Hockey Hitmen game, Feb 26th. 1 bus per grade, 3 total., \$365x3 buses. (\$1095 total) Only asking for half buses. APPROVED CLAUDIA AND JEN NONE OPPOSED

14 Chrom books for Educational Assistants \$5700 , no deadline. Holding for next meeting. Need more information from people requesting. Please arrange for presentation for request.

Carrigan, all grade 1s, butterfly observation release kit. \$549.15. Bought already and looking for reimbursement. Astrom still waiting on her Kinder approval 89.67\$. APPROVED CLAUDIA AND JEN NONE OPPOSED

Van Den Eyden 5 and 6 Science fair judges, coffee and muffins and pizza for lunch , up to \$200 APPROVED CLAUDIA MAI NONE OPPOSED

Waite French language program, for 3 classes total \$622. APPROVED CLAUDIA AND MAI NONE OPPOSED.

All requests funds approved today will be taken from school accounts with Karen Hanks Crane until account is empty.

Bottle Drive again at Student Led Conferences, March 5 and 6. Create poster, Claudia, Contact truck to pick up at school, Jen.

V-Day Dance, decided to cancel and remove from Calender d/t low numbers at last event and short on time and bad timing for date (Fri before family day week break) . Will have popcorn that day, and student council has their own event. Mai motioned, Claudia 2nd, no one opposed to cancelling.

Volunteer Orientation Events feedback from some parents is that they aren't aware of what fundraising is going towards and what the friends society does. Feb 12th is next orientation, Claudia

and Mai would like to be present, have a slide show to show where money is spent and requested from etc. Also in monthly meetings Karen Hanks Crane will have a report on where money was approved and whether it was withdrawn from account yet or still waiting for event to happen etc. Also make announcement in News or in school class newsletters when things are subsidized by friends for example, butterflies in 1s

Adjourn 7:02