|  |  |
| --- | --- |
| **DATE:** | Dec 4th, 2019 |
| **TIME:** | 7:30 PM |
| **LOCATION:** | John Lake School Library |

**MEETING MINUTES**

****

**Call to Order**

Angela called the meeting to order at 7:30 pm

**Attendance**

* **Attendee Names:** Sierra Banwarth, Derek Blum, Arynne Chaharyn, Claire Lyonhart, Hayley McCallum, Jessica Patrucco, Angela Strand, Chad Malinowski, Tyler Gawley( arrived @ 7:34), Mike McPhail
* **Attendees Not Present:** Scott Schierling (Absent), Kevin Ariss (Regrets)
* **Guests:** Jack Sandbrand (Community Member) Sandi Malinowski (Community Member – Absent)

**Changes to Agenda**

Under new business, the first item to be addressed will be theft. Sandi Malinowski is not joining us for this meeting.

**Adoption of Agenda**

*Motion put forward by Mike, seconded by Chad. CARRIED unanimously.*

**Approval of Previous Minutes**

*Motion put forward by Hayley, seconded by Arynne. CARRIED unanimously.*

**Business Arising From/Since Previous Meeting**

Action Items From Previous Meeting:

-The Sarcan Fundraiser has been posted on Facebook

-Arynne to advertise the fundraiser at GVS was not completed.

\*\***ACTION ITEM (continuing): Arynne to have Sarcan fundraiser advertised at GVS.\*\***

-Sierra advertised the fundraiser in the JLS newsletter

-Both principal’s messages from the schools have been sent to Jessica to put into the newsletter. -Avaloonies have been recycled. Angela handed out one AvaLoonies to each board member.

-Claire has shredded last year’s policy 8 agreements.

-Claire to send board member contact info to Angela, Derek, and Kevin.

**\*\*ACTION ITEM (continuing): Claire to complete ACA Board contact list and send to Angela, Derek & Kevin.\*\***

**New Business**

Angela introduced the board to Jack Sandbrand who will be filling a Director-at-Large position. Motion to vote in Jack put forward by Chad, seconded by Derek. CARRIED unanimously.

Angela announced 10 days ago, the ACA’s rink shed was broken into. Two jerry cans were stolen. Chad repaired the damage to the hinge and replaced the lock. The JLS shed was also broken at the same into via the side wall with an axe. A lawnmower and weed whacker were stolen from the shed. Sunday night (December 1), the new lock on the ACA rink shed was broken and a ~$300 box of netting and our snow blower were stolen. The afternoon on the day of the meeting, Angela contacted the police, and Chad met them at JLS to review the crimes. Angela sent an email to insurance company, they replied and stated they will need to see a police report, and our insurance agent is sick, so the file will be looked at tomorrow. Angela will update the board via email about how much we are covered for, what our deductible is, and to make a decision about the snow blower. Chad repaired the shed and installed a new lock after the first robbery, and will be installing a better lock again this time. Chad will speak to Colin, the JLS day custodian, about keeping the park lights on all night, as it is against the current public school board policy to keep them on past 10:30 pm.

Angela brought samples of beef jerky to discuss for fundraising. Cowboy Caviar and Jack Links were the two companies to decide between. Cowboy Caviar has five flavors: Original, Hot n Sweet, Teriyaki, Peppered, and Candy. The company is based out of Moose Jaw. We are charged $7 per bag, and the company suggests selling each bag for $10, for a $3 dollar profit. The packages normally retail for $11 - $13 dollars, so purchasing from the board will save consumers’ money, as well as supporting the board. The company doesn’t require a minimum order, although the packages can only be ordered by case. However, we are able to mix packages per case (one case of 50 packages can have 10 of each flavor, for example, instead of all one flavor). Cowboy Caviar will also take back undamaged/unopened packages after the fundraiser is finished. Jerky is made fresh for the fundraiser.

Jack Links has three flavors: Original, Sweet n Hot, and Teriyaki; but they also have beef steak sticks in Original and Teriyaki flavors. Each case of jerky is one flavor. The sticks come in boxes of 12, and we have the option of selling them per box or individually. There is no minimum order, although we will have to pay shipping, which can range from $20 - $50. In a case, there are 48 80g bags. We can buy each bag for $4 and sell them for $8. Beef steak sticks are $30 per box.

In essence, Cowboy Caviar is cheaper to sell, with less profit, and Jack Links is more expensive but has a better profit.

*Motion put forward by Chad to order one case of each flavor of Cowboy Caviar. Seconded by Hayley. CARRIED unanimously.*

**\*\*ACTION ITEM: Angela to order 250 bags, or five cases, of Cowboy Caviar.\*\***

Through discussion it was decided that we will have samples at registration night, as well as bags to sell and order forms.

In March of 2019, Angela bought a bowling party gift certificate at a fundraising silent auction. Angela will prepare a Survey Monkey to find dates that work for the board in January/February.

**\*\*ACTION ITEM: Angela to send out Survey Monkey for dates for possible board appreciation party in January/February 2020.\*\***

As per Policy #6, the 2019-2020 disciplinary committee required formation at this meeting. Angela reviewed the policy. The committee has power to suspend any executive or member of the association for breach of policy numbers or inappropriate behavior.

*Motion to accept Jack, Claire, and Angela as the 2019-2020 disciplinary committee put forward by Chad, seconded by Mike. CARRIED unanimously.*

The Skate and Slide will be on December 15th from 1 pm – 4 pm. Smitty’s will provide coffee and hot chocolate. Scott will be donating TimBits once again.

Registration night is January 8th from 6:30 pm – 8 pm. Board members are asked to arrive at 6 pm.

**Reports**

* **President**

No report

* **Treasurer**

Derek handed out the financial reports. We have a current loss of $3200 with $4000 of it being the deposit for the rink.

The second page of the financial report that was handed out to the board members was mistakenly from 2018.

*Motion to approve the first, third and fourth pages of the financial report put forward by Chad, seconded by Sierra. CARRIED unanimously.*

Derek will email Claire the proper report to include in the minutes.

**Programs**

Classes finished at the end of November. Hayley still has 2 cheques to give to instructors. There were not many review forms handed back, so Hayley will give them out halfway through the next classes for hopefully a better response. Majority of the winter programs are booked. ABC Sports class will be booked December 15th as it is a new class. LaLa and Sierra left as instructors. There are five new instructors: Brandy for ABC Sports, Sheridan for Cheer, Madison for Crafts class, Megan for Kinder Soccer, and Ashley for Tots Gym and Kinder Gym. Madison is also able to be a backup instructor for the other classes as well.

* **Rink**

The season has had a decent start. The rink is officially open now, whereas not many other rinks in the city are open yet. Chad and Mike will work with Angela to figure out the snow blower issue. Monday & Wednesday evenings and Sunday afternoons are public skating, which will start after Skate and Slide. Mike and Chad were able to find someone to supervise every Monday and Wednesday. The rink lights are on until 10:30 pm.

* **John Lake**

SCC meetings now have a celebration of excellence for the first five minutes. The principal gave a presentation called Making Learning Visible. It touches on hands-on activities, collaborative activities, and the benefits of care partners. On November 14th, there was a joint staff meeting for JLS, Prince Phillip, and Hugh Cairns. The benefit of a joint meeting is the ability to bring consultants in from downtown, as for bigger meetings there are bigger resources. There was a school lockdown in November. Parent teacher meetings were the 28th and 29th of November, so there was no school on the 29th. Book fair was from the 25th to the 29th. There will be a winter concert on December 12th. There will be 2 performances – one at 1 pm and one at 4 pm. Literacy night is on February 13th. The perogie and spring roll fundraiser was another success, bringing in $11,000, for a profit of $2,700. There are a few things the money may be used for, including new laptops on carts, a data projector for the library or kindergarten room, outside playground equipment, or new gym mats. The may also be another fundraiser in the spring. There are still ongoing issues with drop off and pick up parking in front of the school, U-turns, jay-walking, and illegal handicapped parking. Cones are put out at peak traffic times, and the SCC president went out a couple days to correct parking and pickups. There is a map being worked on that will show all of the parking available around the school.

* **George Vanier**

Georges Vanier Parent Council meeting – November 4th, 2019

-No school:  November 8, 11, 22 and no Kindergarten on Nov 21 for more time for conferences.

-School Wins Twice raised $9,598. The school will receive $5,278.

-One of the slides and the climbing rope was replaced.

-There was a request for 2 more portables.  Have to wait to see if they will be approved.

-There will be a book fair Dec 2-6.

-There will be a Bingo January 31st at the school.

-Christmas Concert this year is “Straight Outta Bethlehem.” it will be performed on December 12. Shows are: matinee at 1pm and production at 7pm.

-Last day of classes is Dec. 20

-Spring musical will be ‘Frozen’

* **Communications**

The newsletter was sent to the printers today for the first round of layouts. Jessica will start editing next week. There are more ads in this one than there were in the past. There are principals’ messages from both schools. The Girl Guides have backed out of delivery going forward. Jessica reached out to both school liaisons, but there was no interest. Mike may have a connection, but he will know in the next few days.

Jessica also posted the Skate and Slide on the website and sent the info to CFCR for their Buzz broadcast.

* **Events**

ACA Steak night is scheduled for February 28th at Sports on Tap. Tickets are $20. Cocktails are at 6, supper at 6:30. The tickets will be available soon. We are looking for prize donations. Angela will re-do the letter that she sends to regular donors to state that the fundraiser is for CP Seeley Park this year instead of the rink.

It has been decided that there will be no avaLAWN afFAIR this year. A grand opening/ribbon cutting ceremony at CP Seeley will occur instead.

Angela brought up the possibility of a movie night in late January or early February. The minimum cost for a movie license is $350. Overall feeling of the board was that that time of year was too busy with events at the schools and the cost vs. benefit would not be worth it. We may revisit the movie night issue in the New Year. In the meantime, Hayley and Arynne discussed moving the event to GVS if we have it in the warmer months again due to GVS having air conditioning. Arynne will ask GVS whether they have the equipment for a movie night.

**\*\*ACTION ITEM: Arynne to ask GVS if they have equipment (projector, screen, etc.) to show a movie. \*\***

* **Secretary**

No report

* **Community Consultant**

Absent – see Kevin’s email

* **Subcommittee**

The grand opening of CP Seeley will be in late June or early July. Angela mentioned that there will be costs associated with this, aside from whatever entertainment we decide on. We will have to have portable toilets on site and if power is required for anything we will need to bring in generators.

**Concerns/Announcements**We will not have another meeting in December.

January meeting will be moved to early than scheduled.

Chad has requested that the February meeting be moved earlier in the final week of the month in order to have final steak night numbers in by Wednesday.

**\*\*ACTION ITEM: Angela to reschedule January and February meetings.\*\***

**Date of Next Meeting**

January 15, 2020 @ 7:30 pm in John Lake School Library.

**Adjournment**

Motion to adjourn put forward by Mike at 8:47 pm.

**Minutes recorded by:** Claire Lyonhart

**Minutes reviewed by:** Angela Strand

**Minutes distributed by:** Angela Strand **Attachments**

Financial Reports to December 3/5 2019