

SWES Fundraising Annual General Meeting Minutes

September 24, 2024

In Attendance: Angela Eadie-Gyori, Megan Weiskopf, Kate Martin, Kayla Webb, Janine Waldo, Trish Hammond, Kristin Germaine, Abby Sarkozi, John D, Kayla D, Andrea Merino

1. Call meeting to order.

- Meeting called to order at 7:51pm by Kate Martin

2. Acceptance of previous AGM minutes from September 19, 2023.

Motion: To accept the Minutes as is by Megan W.

Vote: All in favour

Resolve: Minutes accepted

3. Acceptance of today's agenda.

Motion: To accept the agenda as is by Kayla W.

Vote: All in favour

Resolve: Agenda accepted

4. Brief review of SWES Fundraising Society:

- Steffie Woima Elementary School Parent Advisory Society.
- SWES Fundraising is separate from Council, membership in one does not require membership in the other.
- The purpose of the society is to fund activities and purchase supplies and equipment to enhance the education of Steffie Woima students.
- We achieve that purpose by hosting fundraisers to raise money.
- The structure of the society includes an elected executive committee with Chairperson, currently Kate Martin; Vice Chairperson, currently Christa Currier; Secretary, currently Megan Weiskopf; and Treasurer, currently Janine Waldo.
- The executive committee runs the day-to-day operations of the society and serves a term of one year, to be elected at the AGM.
- Also have a newly created position of Playground Project Lead which was needed to facilitate continuity for grant applications.
- Members of the society include adult members of the community interested in furthering the goals of the society. School employees can be members but have no voting rights, as per current bylaws.
- The society can create committees and policies for the duration of the term and can amend its bylaws annually at the annual AGM.
- All fundraisers must be approved by the school's principal or designated representative.

5. 2023-2024 Year in Review: Purchases

- Covered the outstanding balance for 2023 Marathon shirts
- Purchased Steffie shirts for new students
- Bought recess balls for classrooms
- Big Moo ice cream trip for all students
- Bought duck Marathon prizes from Council
- Playground!

6. 2023-2024 Year in Review: Fundraisers

- Casino in October brought in \$30,628.43.
- Growing Smiles holiday plants raised \$1469.31.
- Christmas concert 50/50s raised \$731.00 for the playground.
- Candy cane sales raised \$831.95.
- Megan raised \$600 towards the playground in the Polar Dip.
- Carnival and silent auction raised \$21,219.58 for the playground.
- Rafflebox 50/50 raised \$2085.25 for the playground.

7. Treasurer's Year End Financial Report - Janine Waldo

Account balances as of September 1, 2023:

Main \$8,901.76
AGLC \$18,075.05
Total \$26,976.81

Income:

Main

Casino Tips	\$44.50
Candy Cane Sales	\$831.95
Growing Smiles	\$1,469.21
Benevity Donation (playground)	\$87.39
Stripe Payments (silent auction – playground)	\$5,142.75
Total	\$7,575.80

AGLC

Casino Advisor Reimbursement	\$1,734.00
Christmas Concert 50/50 (playground)	\$713.00
Casino	\$30,628.43
Carnival 50/50 (playground)	\$450.75
Rafflebox 50/50 (playground)	\$2,085.25
Total	\$35,611.43

Total Income **\$43,187.23**

Disbursements:

Main

Grand Central Stitchin (Marathon T-shirts)	\$1,550.79
Steffie Woima (transfer for silent auction tax receipts)	\$607.88
Steffie Woima (t-shirts for new students)	\$1,740.38
Steffie Woima (transfer playground funds)	\$11,250.30
Thank-You Gift for Christa Currier	\$50.00
Grand Central Stitchin (duck prizes)	\$540.00
Total	\$15,739.35

AGLC

Steffie Woima (Gaga ball)	\$615.71
Casino Advisor	\$1,734.60
Sobeys (Sports Day snack)	\$448.00
Canadian Tire (recess equipment)	\$1,818.43
Big Moo (ice cream)	\$1,241.63
Amazon (recess equipment)	\$448.33
Total	\$6,306.70

Total Disbursements **\$22,046.05**

Account balances as of August 31, 2024:

Main	\$738.21
AGLC	\$47,379.78
Total	\$48,117.99

Note: Amount designated for playground Fund:

Main	\$0.00
AGLC	\$30551.79
Total	\$30551.79

8. Elections of 2024-2025 SWES Fundraising executive board.

Note: The Secretary to run elections as the Vice Chair is absent.

Motion: To have Kate Martin remain as Chairperson by Kayla Webb, second Janine Waldo

Vote: All in favour

Resolve: Kate Martin will remain as Chairperson

Motion: To nominate Kayla Webb as the Vice Chair by Janine Waldo, second Andrea Merino

Vote: All in favour

Resolve: Kayla Webb will now be the Vice Chairperson

Motion: To nominate Andrea Merino as the Secretary by Megan Weiskopf, second Janine Waldo

Vote: All in favour

Resolve: Andrea Merino will now be the Secretary

Motion: To have Janine Waldo remain as Treasurer by Kayla Webb, second Megan Weiskopf

Vote: All in favour

Resolve: Janine Waldo will remain as Treasurer

9. Set up a time and day for signing authority for the bank accounts.

Motion: To remove signing authority for Jenn Bahler and Christa Currier and to add signing authority for Kate Martin and Kayla Webb to Servus Credit Union account number 8528671, is by Janine Waldo, second by Megan Weiskopf

Vote: All in favour

Resolve: Signing authority to be removed for Jenn Bahler and Christa Currier. Signing authority granted to Kate Martin and Kayla Webb for account 8528671 at Servus Credit Union.

10. Create a Playground Committee that will report to Fundraising and elect the Playground Project Lead.

Motion: To create a Playground Committee and nominate Kayla Webb to remain as Playground Project Lead is by Megan Weiskopf, second Janine Waldo

Vote: All in favour

Resolve: Kayla Webb will remain as the Playground Project Lead for the Playground Committee.

11. Create a Bylaw Review Committee

Motion: To create a Bylaw Committee to review the current society bylaws by Kayla Webb, seconded by Janine Waldo

Vote: All in favour

Resolve: Bylaw Committee will review the bylaws and report back to Fundraising.

12. Adjourn AGM.

13. Proceed with the business of the first Fundraising Meeting.

14. Acceptance of previous minutes from May 21, 2024.

Motion: To accept the Minutes as is by Megan W.

Vote: All in favour

Resolve: Minutes accepted

15. Acceptance of previous minutes from June 19, 2024.

Motion: To accept the Minutes as is by Janine W.

Vote: All in favour

Resolve: Minutes accepted

16. Acceptance of previous minutes from August 28, 2024.

Motion: To accept the Minutes as is by Janine W.

Vote: All in favour

Resolve: Minutes accepted

17. New Business:

- Playground:
 - CFEP Grant application has been submitted. Big shout out to Kayla Webb for all her work on this over the summer!
 - Blue Cross grant application submitted – will be notified by Dec. 31
 - Other grant applications underway
 - Playground financial update: Currently have \$142,065 in playground fund, asked for \$159,746 in CFEP grant due to added value of donated labour/equipment
- Growing Smiles – will not do this fundraiser this year due to lack of value for time
- Other fundraising opportunities:
 - K-cups and gift card boxes – Andrea to share more information

18. Discuss whether separating Council and Fundraising meetings makes sense. Decided that at this point, meetings will remain adjacent, however Fundraising meetings will start at 7:30pm and will include a virtual attendance option.

19. Teacher wish list. Discussed cultural experiences such as symphony/opera performances, artist in residency programs (including Pound It) and ukuleles for music class. Kayla to explore funding opportunities for ukuleles and Kate to reach out to local opera singer.

20. Meeting adjourned at 9:05pm by Kate Martin. Next meeting will be October 22 at 7:30pm. Meeting link to be released in advance for those who prefer to attend online.