



ÉCOLE LEDUC ESTATES SCHOOL

FUNDRAISING SOCIETY

Board of Directors Meeting Minutes

Date | Time September 11, 2024 | 7:40pm *Meeting called to order by* President

In Attendance



Approval of Agenda and Minutes

Motion made by [REDACTED] to amend and approve the September 11, 2024 agenda, 2nd by [REDACTED].

Agenda had wrong school year in 8.a. Motion carried.

Motion made by [REDACTED] to approve the June 5, 2024 minutes, 2nd by [REDACTED]. Motion carried.

Introductions

- The current Board and school Admin introduced themselves to all in attendance
 - President - Pauline Grafos (3rd term)
 - Vice President - Kristy Lennox (1st term)
 - Secretary - Erin Fedje (4th and last term)
 - Treasurer - Amy Farrer (2nd term)
 - Director - Fundraising Coordinator - Erin Fedje (4th and final term)
 - Director - Hot Lunch Coordinator - Sharon Penny (1st term)
- Committee Leads
 - Staff Appreciation - Joanna Stokes
 - Special Events Coordinator - Sharon Penny
 - Casino - Marisa Sawchuk
 - Lice Check - Karen Stiles
 - Popcorn - Yesmeen Kharfan
- Staff Administration
 - Principal - Erin Keca
 - Assistant Principal - Tarynne Cable

Program Lead Updates

- Fundraising - Fall Fundraisers are Mitchell's Soup from Manitoba and Jerky in a Box from Saskatchewan, Spring Fundraiser is bedding out plants/supplies from Growing Smiles
 - Mitchell's is online ordering and shipped to the school for sorting/handout
 - Jerky in a Box is paper/cash ordering and shipped to the school for sorting/handout
 - Fundraisers will both start around October 1 until mid November, product delivered to the school first week of December
 - Volunteers will be needed for sorting and distribution to parents
 - Growing Smiles is online ordering and shipped to the school for sorting/handout
 - Fundraiser will start in the spring,, with delivery prior to mothers day
 - Volunteers will be needed for sorting and distribution to parents
 - Other ideas brought forth from membership were read-a-thon, craft market in the gym, Christmas charity bazaar
- Hot Lunch - new director this year - feedback on the program is appreciated and should be sent to eleshotlunch@gmail.com
 - Some new items this year on a trial basis are french fries, milk, lunchables
 - Hot dog days - Director doesn't want lots of them, but they are profitable
 - Note from membership to check Wholesale Club for some items as prices and expiry dates are sometimes better than Costco Business Center
 - Volunteers will be needed for sorting and distributing the food each Thursday of the week. Email eleshotlunch@gmail.com or fill out the Google form
- Popcorn - lead was absent, but no concerns outlined. Dates have been set for 2024/25.
 - Volunteers needed. Email eleschoolfs@gmail.com if interested or fill out the Google form.
- Casino - casino date has been moved up to Q2 2025, which is April/May/June of this school year. Date will be determined in November 2024.
 - Volunteers will be needed. Email eleschoolfs@gmail.com or fill out the Google form.
- Special Events - Hot Lunch Director is willing to plan the dance this year again. Dance will be after Christmas break, however Principal needs dates by November in order to add them to her calendar
 - Dance committee will need volunteers. Email eleschoolfs@gmail.com or fill out the Google form.
- Lice Check - no report
- Staff Appreciation - no report

Treasurer's Report

- Revenue for last year surpassed the budgeted revenue because hot lunch and the dance created more of a profit than expected. (actual \$55,203 vs budgeted \$44,706)
- Expenses were higher than budgeted because of higher hot lunch costs, Division 1 trip to the movies, purchase of a new popcorn machine and a school francophone event (actual \$58,931 vs budgeted \$48,731)
- Society had budgeted to overspend by around \$4000 in order to use some surplus funds on the kids/families which raised them - so overall, budget from the 23/24 year is on track.
- Society would like to end the fiscal year with around \$11000 in surplus, so there is around \$5000 left to spend.
 - Funds from a casino in Q2 of 2025 will not be handed over to ELES Fundraising Society until 2026, so those numbers will not affect this years budget.

Principal's Report

- Principal's ideas for items to be purchased by the Society are: portable rechargeable speaker (on wheels) with a microphone, francophone events, ViewSonic upgrades in 2 classrooms (new smartboards), class set of alto recorders, sanitizing dishwasher, mental health symposium
- Principal will coordinate a twice yearly google form for teachers to itemize their wishlist items. Principal will supply this form to the Society for consideration.
- Principal will organize volunteer appreciation this year, Society can remove that line from the budget
- Send any Society communication to Principal who will ensure it gets out to parents via email, weekly look ahead, social media, TV in lobby, and any other means that make sense.

Old Business

- none

New Business

- Volunteer google form will be sent out soon to all parents/guardians
- Special Meeting Notice for Budget Approval was sent out on September 11, 2024 for meeting on October 2, 2024, as per Society bylaws
- In March, the Fundraising Director and Secretary positions will need to be a new volunteer as current volunteers have come to the end of their terms. If you have any interest in volunteering in either of these roles, or any of the roles listed above, contact eleschoolfs@gmail.com
- Bake sale dates have been confirmed by Administration and teachers have signed up

Adjournment and 2023/24 Meeting Dates

The meeting was adjourned at 8:30pm by President

2024 – 2025 Board Meeting Dates:

~~September 11~~, October 2, November 6, January 15, March 12 (AGM), June 4