**QES HOME & SCHOOL ASSOCIATION**

**Meeting Minutes**

**Thursday, October 19, 2017 at 6:30pm**

**Present:** Becka Ross-Marr Kelly Prosser Cherie McMillan

Kim Lanigan Tara McGraw Kristi Young

Kelly Barrieau Carlene MacBean

**Regrets:** Becka Ross-Marr Deb Irvine-Anderson

**1.0 Call to order** at 6:40pm.

**2.0 Welcome**

Carlene welcomed everyone to the meeting.

**3.0 Additions to Agenda**

None

**Approval of agenda**

Moved by Becka Ross-Marr seconded by Kim Lanigan, to approve the agenda.

**CARRIED**

**4.0 Approval of Previous Minutes**

Moved by Cherie McMillan and seconded by Becka Ross-Marr to approve the minutes from the September 21, 2017 meeting.

**CARRIED**

Carlene will forward the minutes to Kelly B. to be posted on the school webpage.

**5.0 New Business**

None

**6.0 Unfinished Business:**

**6.1 Kindergarten Team Proposal for Funding**

All of the items have arrived and Kelly B. and Kristi took everyone for a tour of the three Kindergarten classrooms. The teachers are very happy and the students are enjoying their new spaces.

**6.2 Playground – Painting Yellow Swing Set**

It was agreed that Carlene will get a quote from Loyalist Painting.

**6.3 Water Fountain Proposal for Funding**

Kelly B. will call Facilities to see what other schools have put in and the estimated cost. It was decided that the second level water fountain would be done first and then the main floor one outside the gymnasium.

**6.4 Board Positions Open**

We have a number of positions open due to students moving on from last year. The list includes: President; Secretary; Playground Chair; Staff Appreciation & Grade 5 Committee. A paper notice will be sent home with all students to notify parents of these openings and that we are looking for members.

Upon discussion of how important it is to fill the Secretary position as they are the ones who do the monthly agenda, take minutes, write & disburse minutes, send out meeting notices Tara offered to take on the role.

Moved by Kim Lanigan and seconded by Becka Ross-Marr to nominate Tara McGraw as Secretary.

**CARRIED**

**7.0 Chair Reports:**

**7.1 Treasurer**

Cherie reviewed the monthly statements and a copy has been attached to these minutes for record.

**7.2 Staff Appreciation**

Looking for a Coordinator for this.

**7.3 Fundraising: Calendar**

Kelly P. has lined up the following schedule:

Java Moose – order forms will go home in early November and should be ready to pick up by December 11. Proceeds to go to Water Fountains.

Otis Cookies – have received the catalogues.

Saputo – we are going to do again in November.

Best Seat in the House Raffle – Kelly B. will look after getting the tickets assembled and sent home. This is reserved seating for four at the Christmas concert and parking in Mrs. Creamers spot. Very popular.

Movie Night – looking at doing one in December, hopefully a Christmas movie.

Dairy Queen – sell the certificates again in April.

31 Bags – someone had mentioned this to her. Need to know what the minimum order would be. Hope to fit in close to year end.

Kristi offered to look into becoming a recipient to the funds raised by the Chase the Ace the local Lions club holds.

**7.4 Hot Lunch & Milk**

Kim reported the first order went well with a few bumps. The next orders are due Friday, October 20 and that the first counting night will be Monday, October 23 in the Music Room. If a second counting night is required we will do it Tuesday, October 24.

Date of next meeting: Thursday, November 16, 2017