**Meeting Minutes**

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| **Meeting Name:** | Gibson-Neill Memorial Elementary School Home & School Association |
| **Meeting Purpose:** | Regular Scheduled Meeting |
| **Date:** | Monday, March 13th, 2017 |
| **Start/End Time:** | 6:00P – 7:30P |
| **Location:** | GNMES “Den” |

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| Angela Crummey | Amy Neal (exec) | Bre Toner (exec) |
| Julie Holt (GNMES) | Sherry Norton Graham (GNMES) | Dawn VanWart |
| Katie King (GNMES) | Cat O’Connell-Cooper (exec) | Jennifer Wheaton (exec.) |
| Lorna King | Heather Theriault (GNMES) | Shelley Wood |

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|  | **School update – Sherry Norton-Graham** |
| **DISCUSSION** | **Update:**   * Staff at GNMES signed a thank you card, for Staff Appreciation Week, and the week long events planned by H&S * Mr Murphys K class made a thank you booklet, with pictures and thanks from each child – for the trip to the Playhouse to see Moon Mice - $750 funding for transportation and seats approved by H&S at January meeting   **Requests**:   * Musician Chris Cardiff to visit GNMES - 2 concerts – K-2 and 3-5 – request $500 * Grade 2 visit to Art Gallery $2 per student, 2 classes, c. 40 students - request c.$80 * Grade 3 Fr Immersion visit to Sugar Bush - parents to pay $7 – request $200 for transportation (plus to make up difference if parents cannot pay) * Grade 4 ski trip to Crabbe Mountain – request c. $2500, approved at January meeting |
| **DECISION** | All requests approved by H&S at this meeting |

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|  | **Budget** |
| **DETAILS** | Budget – no change since last meeting |

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|  | **FUNDRAISER Spring Term: QSP Popcorn – report from Bre Toner** |
| **DETAILS** | $32 per case of 32 bags (one flavour) or $20 for 20 bags (five flavours)  50% profit per box:  If you sell at $1 per bag – you get $10 profit for the $20 set  If you sell at $2 per bag – you get the profit $20 for the $20 set |
| **DISCUSSION** | Rather than a send-home fundraiser (with parents/kids trying to sell the boxes of popcorn), this could be an ongoing thing at the school   * Popcorn could be sold at recess, one or two days a week (Thursday-Friday) * This could be run by the Grade 5 students * Could get some boxes – see how quickly they go – check the shipping times – what is the minimum order? |
| **DECISION** | It was decided to try this fundraiser out, for the rest of this year, as soon as can be organized.   * Bre will contact Claire Ellis at QSP re: minimum order, shipping times – need to get at least 600 bags - one for every kid! * Bre to get a standard letter home re:popcorn fundraiser from QSP * Fundraiser to also be promoted through the phone messaging system, the FB page, and GNMES website – emphasizing that funds will be used for the new Track |
| **\*\*Update** | Day following this meeting, H&S got an email from Heather Theriault:  *Good morning, Sherry, Julie and I were discussing the popcorn sales after the meeting last night. We feel that we can take on this fundraising  (selling two times a week) for you. This way we can look after the ordering, selling, counting the money and depositing it. We feel this will be easier to contact the supplier directly so there does not have to be a middle person. Since you mentioned last night that the money raised will go towards the Track project, we will ensure all the money goes into your account under the category of the Track project and will keep you informed of the culminating total at future Home and school meetings.* |

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|  | **FUNDRAISER Spring Term: Tea and coffee – report back from Shelley Wood** |
| **DETAILS** | Coffee fundraisers appear to be concentrated in ON etc., no one really doing it in NB  Tea fundraisers are run by “Steeped Tea”  The fundraiser focuses on a number of tea varieties from the Steeped Tea catalogue – typical price point is $9-12 per unit of tea leaves  Once the orders are collated, and the monies collected, the school takes 40% back before paying for the orders (i.e., submits 60% of takings) |
| **DISCUSSION** | We haven’t done any send-home fundraisers this year, so this one could be a nice one, original, and could be timed for just before Mothers Day (14th June) |
| **ACTION** | Need to contact Steeped Tea – this will be done by Shelley Wood |

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|  | **FUNDRAISER Spring Term: Sip and paint – report from Bre Toner** |
| **DETAILS** | If no alcohol is involved, this event can be done at the school, otherwise need a separate venue  Maximum 60 people  Price - $25 per person to person running it (materials and fee) – then we sell c. $40 – $15 profit per person  Money to paid in advance |
| **DISCUSSION** | Painting nights very popular right now, so this fundraiser could be a good fundraiser   * Again could be timed for around Mothers Day * Letter to be sent home to parents, with form at bottom, cash only, paid in advance * 60 people maximum - First come, First served basis – could do two nights if enough demand * No childcare provided!! – adult only!! * Need to get a letter – need to pick a picture – waiting for Bre to hear back from the person who will run it |
| **DECISION & ACTION** | We decided to try this fundraiser, later in the term – May?   * Bre will get back in touch with the person she knows to come up with some dates * A picture needs to be chosen – Bre will get some suggestions from the artist – and also enquire about a standard letter to be sent home (as the person running it has done these fundraisers in the past) |

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|  | **FUNDRAISER - Movie nights** |
| **UPDATE** | License running out – will renew in September to get the full year |

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|  | **BIG FUNDRAISER: GOLF TOURNAMENT – report from Katie King** |
| **DISCUSSION** | Over the past several meetings, we have discussed finding a replacement for the Cookie Dough fundraiser – a big ticket event, which could replace the several small fundraisers that we currently hold throughout the year. The idea of a Golf Tournament has been raised. Katie King (K teacher at GNMES) is involved in running an annual tournament (in its tenth year), and came by to give us some information.  Profit from her tournament runs at $8000-10000 however, the amount of work involved is very large. The initial tournament took almost a year, now its well organized, takes less time typically. – lots of prizes/sponsors needed, e.g., sponsors for each hole, substantial prizes for top teams (top 3 mens, top 3 womens, top 3 mixed), and also raffle prizes, Hole-in-one prize, closest to the hole prizes etc, plus takeaway prizes (tshirts, ball markers etc). They also hold a live auction at the end of the night.  Players are charged $70 - $50 for Kinsgwood +$20 (to GNMES) – we would not be holding at Kingswood, but at Gilridge (smaller), so couldn’t charge the same amount  Players – 100 approximately  Need a tax receipt for sponsors and players |
| **Discussion** | * Alcohol is served at Kingswood, and during the tournament – the target audience for GNMES could include students, teachers, parents – bad mix for alcohol! * Is GNMES a good focus for a golf tournament – ie would people be willing to sponsor GNMES to that degree – a good cause will be more likely to pull in big sponsors – the GNMES Track not a big pull * Weather – fair weather golfers! Rain or shine! – this can be an issue with sponsors, players etc. |
| **Decision** | Although we do still need something to replace the Cookei Dough fundraiser, it was decided that this might not be the best fit for GNMES - so NO to the Golf Tournament |

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| **AGENDA ITEM** | **Gift card tree – May 11th, 12th for the Spring Concert** |
| **DISCUSSION** | A gift card tree plus a Fathers Day Basket (Fathers Day = June 18) |
| **ACTION**  **ITEM(S)** | * Raffle needs to be advertised to all grades – not just K-2 * Need to ask on FB for gift stuff, also need to send home about buying tickets * Do need to get a licence, get it at the last minute –for specific dates, for the event |

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| **Next Meeting(s):** | |
| **Date:** | Monday, April 3rd, 2017 |
| **Time:** | 6:00 PM |
| **Location:** | GNMES “Den” |