

LME PAC Meeting Agenda October 23, 2023

In attendance: Andrea F, Andrea M, Deb, Tami, Marina, Sara, Carolyn, Paul

1. Call to order 6:30 6:32
 - a. Declare a quorum
 - b. Collect email addresses for minutes
 - c. Approval of September 7th PAC meeting minutes
MOTION: To approve the September PAC minutes
1st: Deb 2nd: Andrea M all in favor, no opposed, no abstain

2. Reports:
 - a. Principal Report- See attached document.
 - b. Chairperson Report- coupon book fundraising done, price increase but net profit of \$1042.50 (pending payment for last 3 books)
 - c. Treasurer Report
 - d. Hot Lunch Report- 1st went well 120 orders, questions about frequency, in the new year a few more PAC days ie: hot dog day, pancake breakfasts. We have a good amount of volunteers if more help is needed Sara will reach out. Teachers are appreciative of fewer hot lunch's as the number of families that need help with food has increased. PAC executives and other families in the school

3. Outstanding Business:
 - a. Popcorn Machine - Replacement machine not sufficiently sized for higher student population. Need to approve a replacement.
A family has donated the money to purchase a new machine. A thank you to the family will be done. The machine has been ordered and shipped today.
 - b. Fundraising:
 - i. Neufeld's campaign has been set. Orders open Nov 10, order deadline Nov 29, delivery Saturday Dec 9 @ 10am at the school.
 - ii. Purdy's fundraiser is live but not advertised. Order deadline Nov 27, Delivery between Dec 4 and 8, orders to go home as soon as they are ready or pickup with Neufelds on Saturday Dec 9.
 - c. Cheque Signer - Previously discussed removing Alicia and adding Andrea M. as a cheque signer but her work schedule may cause issues. Tami has offered as she has more availability during the school day.
 - i. **Motion to remove Alicia Fleetham as a cheque signer from the Little Mountain PAC general and gaming accounts at Envision and add Tami Robinson as a new cheque signer on both accounts.**
1st Andrea M 2nd Deb all in favor, no opposed, no abstain

4. New Business:

- a. Pancake breakfast: Monday Dec 4.
Volunteers: will put a callout closer to, criminal check needs to be done if volunteering
Source out gluten free mix
Andrea F to reach out to Nadine and Kim to find out numbers of gluten free, vegetarian ect
- b. Accessible Seating - request to purchase.
Isabella (resource teacher) reached out to all 19 divisions to see what was on their wish lists. Over 50 items on the list, Tami to go back to Isabella and work with teachers to prioritize list. Carolyn will let teachers know to do up a proposal of needed items to present to PAC
- c. PAC Office clean out - set date/volunteers.
When: Deb to reach out to admin on potential of doing it on a pro d day
Who: more the better
- d. Volunteer T-Shirts
Order extra shirts with swag order. Both Andrea's and Deb have a Cricut and can add PAC Volunteer on the back.
8 shirts to be ordered.

**Motion: For PAC to put \$250 towards the purchase of PAC volunteer shirts.
Order to be placed with school order.**

1st Tami 2nd Andrea all in favor, no opposed, no abstain

- e. Open Executive Positions 2023/2024
 - i. DPAC Representative
 - ii. Member at Large (x2). Sara and Marina have submitted their names for nomination to the member at large positions that are available.
Member at large (1): Sara
No one else for this position. **Acclaimed**
Member at large (2): Marina
No one else for this position. **Acclaimed**
- f. Open floor for new business
 - Short 3 bins for popcorn delivery. Tami to source out bins equivalent to current ones with pricing.
 - Halloween costume drive- too late this year but could put it out after Halloween however storage could be an issue. PAC will talk to Mrs. Ingham about a corner in the basement for PAC items
 - Costco Card for the Hot Lunch coordinator

Motion For PAC to reimburse Sara the cost of a standard Costco membership.

1st Deb 2nd Tami all in favor, no opposed, no abstain

- Gift exchange, ask families to donate gently used items and then items for a grade 5 fundraiser. Tami to coordinate with teachers and Nadine. Grade 5's volunteer, organize and run the "store" day of.
- Deb put forward idea of "Meet the PAC" for next meeting. Andrea F will confirm availability of the library.

Motion: To spend \$100 from chequing account on snacks and refreshments for "Meet the PAC" night.

1st Deb 2nd Marina all in favor, no opposed, no abstain

Accessible play ground fundraisers- Andrea and Andrea to do up proposal of playground idea and costs. Marina to help with grants. Tami and Andrea M come up with fundraising ideas. Ideas include: Bingo Night in the gym grade 5's can also have a hot dog stand to make extra money, family paint nights.

Tami will look into coffee fundraiser to run with Purdy's

5. Next PAC meeting November 27, 2023
6. Meeting Adjourned 8:36pm