

LME PAC Meeting Minutes November 27th, 2023

Location: Little Mountain Elementary - Check and Connect room - 6:30 pm

In attendance: Deb, Paul, Andrea f, Andrea m, Marina, Tami, Carolyn, Margaret, Sara

1. Call to order
 - a. Declare a quorum 6:32 pm
 - a. Collect email addresses for minutes (sign in sheet)
 - b. Approval of October 23rd PAC meeting minutes
MOTION: To approve the October PAC minutes 1st: Deb 2nd: Andrea M all in favor, no opposed, no abstain
2. PAC Executive introductions
3. Reports:
 - a. Principal Report **see attached**
 - b. Chairperson Report
 - c. Treasurer Report **waiting on gaming grant Deb to let everyone know when it comes in.**
 - d. Hot Lunch Report
 - Going well, there are more orders for October than in September but are low- 152 orders. Days are picked for remainder of year. Added hot dogs days, pancake lunch to help with cost for families. Currently Hot Lunch Committee is good for volunteers but if someone wants to help, contact Sara.
 - January 2024 to March 2024 PAC / Hot lunch committee will commit to 5 hot lunches- 2 in January 2 in February and 1 in March.
 - Margaret will look into Feeding the future program and what that looks like for the direction of future lunch options.
4. Outstanding Business:
 - a. Fundraising Update: Neufeld, Purdys, Coffee. All 3 fundraisers have done well.
 - b. Hot lunch/popcorn bins- current ones were donated by produce program.
 - **Motion to approve spending \$600 on purchasing new bins for PAC Hot lunch. 1st deb 2nd sara all in favor no oppose,**
 - c. Pancake Breakfast - Dec 4: Discuss time and volunteers
 - A minimum of 5 Volunteers are needed and they are: Nadine, Marina, Sara, Andrea F, Tami, Deb. Wendy has offered to help via the Facebook page.

- Paul will reach out to the daycare and let them know to use the front door December 4th as PAC will be using all the space by their typical usual entrance.
- d. Volunteer T-Shirts update
 - All ordered, waiting to be delivered
- e. PAC Office clean out - set date and volunteers
 - Clean out will begin December 15th after Hot lunch has been delivered. Carolyn agreed to Sara and Deb 12:pm-4:00pm

5. New Business:

- a. Form Fundraising Committee
 - Members are: Sara, Andrea M, Tami
 - They will be responsible for finding opportunities, researching and planning, bring the idea/ plan to the next meeting, if it gets approved the fundraiser will go back to the fundraising committee to run.
- b. Discuss Accessible Playground - Form Playground Committee
 - Committee consists of Andrea M and Andrea F
 - Committee will explore options, lay outs, ect
 - Current playground sometimes floods, this could be an issue
 - Andrea M and Tami would like to see a fully accessible surface throughout the playground as a starting point.
 - By next meeting Committee will have a plan
 - Margaret said to reach out to DPAC as they have been talking about these projects.
 - **Motion to open a savings account at Envison for playground project.**
1st Andrea M 2nd Sara all in favor, no opposed, no abstain
- c. Open Executive Positions 2023/2024
 - i. DPAC Representative- still not filled
- d. Open floor for new business
 - Communication: if a larger topic comes up that can not wait for the next meeting, it then needs to be done through email.
 - The Facebook chat is only for quick easy comments. For example “ Hey, im short volunteers for hot lunch, is someone avilable?” or “ deb there is a cheque in the office for you to sign”
 - Accessible items needed from teachers:
 - **Motion to approve all items as presented by the resource teacher for purchase amount of \$2,934 out of gaming account minus the proceeds from the coffee fundraiser of \$155 general**
1st deb 2nd tami motion carried all approve
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6. Next PAC meeting January 29th, 2023
7. Meeting Adjourned 8:51