



Lakeland Ridge Parents Action Society

The mission of the Lakeland Ridge Parents Action Society is to contribute classroom and program resources that would otherwise not be available in order to improve and enrich the educational experience of our children.

MEETING MINUTES

Tuesday September 10, 2019, 7:30 pm

In attendance:

Michelle Lyster – Chair	Amy Dieser – Vice Chair	Kathleen Engel – Secretary/Treasurer
Terri Ackroyd – Hot Lunch Coordinator	Jeff Huculak – Principal	Jennifer Ference – Vice Principal
Kerri Holmes	Michelle Brady	Kim Heit
April Childs	Jeff Bailey	Sheri Staigh
Teresa Guthrie	Vanessa Hoyle	Amy Mitton
Teresa Bladon		

	Agenda Item	Person(s) Responsible	Minutes
8:02	Call to Order	Michelle Lyster	1 min
	Introductions - round table	All	3 min
	Approval of Agenda	Michelle Lyster	2 min
Discussion:			
Conclusions:	Approved as presented		
Actions:		Assigned To:	
		Due date:	
	Approval of Last Meeting Minutes	Michelle Lyster	2 min
Discussion:			
Conclusions:	Approved as presented		
Actions:		Assigned To:	
		Due date:	
8:10	Financial	Kathi Engel	5 min
Discussion:	<ul style="list-style-type: none"> Draft year end statements were presented. Overall the year was a success from the financial side. Fundraisers were profitable and our hot lunch program continued to be the #1 source of our funds. As per our goal we have maintained a consistent bank balance year over year with the current funds to cover upcoming projects should a situation arise where 		

	<p>fundraising for a particular project not be timely. Currently we have earmarked these funds to go towards the Learning Commons updates/improvements.</p> <ul style="list-style-type: none"> We will be in need of 2 individuals who would be willing to perform our annual Financial Statement Audit, please give this some consideration or put the wprd out. We will be formally making this request at our October AGM 		
Conclusions:			
Actions:		Assigned To:	
		Due date:	
8:15	Fundraising		
Discussion:	Survey regarding volunteers and fundraising is complete. Michelle will circulate results to committee		
	A) ADmazing	Michelle Lyster	1 min
Discussion:	Being run by the drama group, forms sent home with students		
Conclusions:			
Actions:		Assigned To:	
		Due date:	
	B) Hot Lunch Report	Terri Ackroyd	2 min
Discussion:	<ul style="list-style-type: none"> Order deadline for first round extended until Monday due to the unforeseen PayPal issues encountered as they improved their overall security. Added a few new vendors this year. Both kindergarten classes will receive hot lunch. Vendors were willing to accommodate the 2nd small order for the Tuesday class to be able to participate and ½ parent volunteers each time will come to distribute. 		
Conclusions:			
Actions:		Assigned To:	
		Due date:	
	C) Bottle Drive	Michelle Lyster	1 min
Discussion:	Trailer is here from today at 2pm (Sept 10) until Thurs at 4pm (Sept 12)		
Conclusions:			
Actions:	Cheque to be picked up after bottle drive from Depot	Assigned To:	Kathi Engel
		Due date:	
	D) Casino	Michelle Lyster	1 min
Discussion:	Advisor hired; working on volunteer applications; need 5 people for each day (Dec 17 & 18); everything needs to be submitted by early October.		
Conclusions:			
Actions:	Have applications submitted by early October	Assigned To:	Casino Chair
		Due date:	October 5th
	E) Grants	Michelle Lyster	1 min
Discussion:	Shell Grant: applied for in May, heard back that we weren't awarded anything this year CIP: applied in May, no word expected until November		
Conclusions:	Wait and see. Asked everyone to keep eyes and ears open for others that may come up we can apply for.		
Actions:		Assigned To:	
		Due date:	
8:20	New Business		ALL 10 min
Discussion:	<p>Quick general discussion about items we may want to keep in mind as things to fund.</p> <ul style="list-style-type: none"> Portables – watercoolers so kids can have better access to water given distance to fountains. Are there other alternatives we could explore? Perhaps water supplier may sponsor? 		

	<ul style="list-style-type: none"> Other possible fundraisers to explore – Waterpark/Galaxyland/Choice Passes 		
Conclusions:			
Actions:		Assigned To:	
		Due date:	
	A) Annual General Meeting		
Discussion:	Elections will be held at the AGM. All positions are for 1 year terms so all are available to run for.		
Conclusions:			
Actions:	Agenda for AGM to be circulated 7 days before meeting	Assigned To:	
		Due date:	
	Next Meeting Date		
Conclusions:	ANNUAL GENERAL MEETING (AGM) Tuesday, October 29, 2019 6:30 pm		
8:34	Adjourn	All	