

Elbow Park Parent Society

Board Meeting | March 12, 2025 | 2:15 to 3:00 PM (following Council meeting)

Note: meeting was virtual

Principal: Jason Fech

Director: Rob Lonseth

Board members:

President: Risa Desa

Treasurer: Trevor Sawatzky

Assistant Treasurer: Geoff Irwin

Secretary: Melissa Sawatzky

Director: Natalie Carleton

Regrets:

Vice President: Amy Norman

Director: Christian Darbyshire

Additional attendees:

Candace Dang

Christie Martin

Meghan Zubot

Ella McMillan

Jillian Wyne

Katie Clayton

Melanie Darbyshire

Lindsay Byers

MEETING MINUTES

1) CALL TO ORDER AND AGENDA REVIEW 2 min (Risa)

- a) Welcome to attendees
- b) Verification of quorum (9)
- c) Risa motion to approve agenda, Melissa second

2) APPROVAL OF MINUTES 1 min (Risa)

- a) Minutes from [previous meeting](#) (Nov 20, 2024)
- b) Melissa motion to approve agenda, Natalie second

3) FINANCIAL UPDATE 15 minutes

- a) CRA submission/AGLC filing (Trevor, Geoff or Risa) - outstanding AGLC report needed from 2023 50/50 raffle done for Martinis & Masterpieces has been completed by Dani Grover; casino looks to be on for May, Brian Emmerson is heading this up and looking into if we can make shifts shorter
- b) Annual family donation and birthday book campaign (Candace Dang and Risa)
 - i) these campaigns have only brought in about half of previous years due to the shift to the new system, future it will be reincluded in the packet given out at start of year again (but will remain electronic with education matters)
 - ii) Birthday books - 106 books + 16 new ones

- iii) Family donations usually have around 150-180 families participate - less this year
 - iv) Around \$3300 for birthday books and \$8900 for family donations this year
- c) Fun Lunch (Melanie Darbyshire)
 - i) Total proceeds are around \$1531 in a year
 - ii) Lindsay Byers is taking this program over and looking to increase earnings and have more set guidelines for how volunteers can assist with this
 - iii) Discussion of whether we should be including Marble Slab ice creams and dessert options through fun lunch - Jason and Lindsay to gather a bit more input and work with Cam
 - iv) Discussion of timing - younger grades sometimes can use a bit more time to set up, but overall trying to have volunteers there only 12:30 to 1:05 pm
- d) Skip the Depot Brief overview and update on funds raised this year (Risa)
 - i) Task: Need to ask for parent volunteer to run program next school year (Kerri McGovern is stepping back)
- e) Additional Requests
 - i) Grade 6 grade: additional request from Jacqueline Mitchell to increase budget to \$1500 from \$1250 - motion made by Risa to approve, Natalie second
 - ii) Veteran Affairs donation: request from council to donate to the Veterans affairs. - suggest \$250 by council - motion made by Risa to approve, Natalie second
 - iii) Jason confirmed no money was paid to cancelled nordic ski residency (due to weather)

4) SOCIETY SURVEY 5 minutes

- a) Review of CBE questionnaire presented during council meeting and open discussion - all in agreement

5) MARTINIS & MASTERPIECES UPDATE 2 minutes (Melissa)

- a) Things on track; large group of volunteers have everything under control
- b) Thank you to school and our artist Sheila Kernan and volunteers! Painting happened on Monday and Tuesday of this week and was successful... lots of learnings for next time if we can keep Sheila engaged again; committee is now focused on the May 1 fundraising event

6) NEXT YEAR'S BUDGET 2 minutes

- a) Look ahead to next school year's budget - requesting 2 society members to assist with Centennial plans and general support
- b) Jason, Risa and Meghan will meet in April to look at budgets and make some general plans around next year residencies

7) SOCIETY MEMBERSHIP AND BYLAWS 2 Minutes

- a) Request for new members to replace outgoing membership including President and Vice President Role
- b) Bylaws being finalized by Christie Martin and Katie Clayton

8) OTHER BUSINESS IF ANY (2 minutes)

- a) Jason to update the society web page with a list of residencies covered in 2024/25

9) ADJOURNMENT 1 minute (Risa)

- a) Risa made motion to adjourn, Melissa second