

FIMESPAF Meeting Minutes

Monday December 11, 2023
[Learning Commons/Google Meet](#)

Call to Order: 6:05pm

1. Introductions

- In Attendance:

Linnaea Anderson, Nicole S, Shelby T., Heather Robertson-Gagne, Trudy Eyre, Karen Hamm, Shawna Banack., Carrie Trueman, Tamara Hodgins, Amber Rueben-Mercredi, Kat, Ashley Harms (VP), Nicole Maxfield (treasurer), Maggie Lamigo, Erin, Terry, Syra Gamone, Anne Montgomery, Kalena Feist

2. Approval of the Minutes

- Shawna seconded Tamara's motion to accept, all in favor.

3. Approval of the Agenda

- Tamara motioned to approve the agenda.

4. Treasurer's Report

- There is a lot going on for the Quebec trip.
- Auditor is reviewing last year's accounts. Planning to finish by January.
- A 2nd reviewer is needed to go over them.

Action: Nicole's husband can review.

a) Procedures for Bank deposits

- Last few years we weren't doing many deposits, but this year is much busier and some questions were raised about deposits.
- Shawna reviewed the procedures: The person responsible for the fundraising should be doing the deposit. All money should be retained at the school.
- 2 people must count the money to help prevent mistakes.
- There are two different deposit sheets –1 for gaming and raffles, the other for all other deposits.
- There is another form that tells you where funds will be allocated for.
- 2 people must sign the deposit but only 1 person is needed to go to the bank. If any discrepancies are found at the bank, a 2nd person must sign the changes on the deposit sheet.
- Deposit procedures are not submitted to the government, they aren't the same as our bylaws so do not require us to vote on them.

Action: Shawna will change the wording so only one person will need to go to the bank to do a deposit. Both people will take a picture of the deposit sheet and email it to the treasurer.

5. Action/Discussion Items:

a) Quebec Trip

- Treasurer hasn't seen a master spreadsheet. Maggie is tracking some things.
- Deadline is Jan. 19th
- Hope to get one more payment to individual

Motion to vote to write cheque to jumpstreet Broxton and Meridian. For individual students. Motion by Ashley and Carrie seconded the vote. All in favour.

b) Purdy's/Reading Programs

- \$1500 in profit for sales from school orders and \$1400 from a corporate order.
- Je Lis Je Lis is fully funded for next year!
- Only 8 orders left for pickup.

Action: Send communication out that Je Lis Je Lis is funded by FIMESPAF. Many parents might not know what the reading program is.

c) Indigenous Days

- An amount needs to be refunded to FIMESPAF as funds were not used during last year's indigenous days.

Action: Linnaea will follow up.

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d) Costco Grant

- Maggie submitted an application for dance ed. Haven't heard back yet.
- Larger grant wouldn't support the dance ed program.

e) E2 Grant for Garden Boxes

- Carrie explained the group has had conversations about a garden box in the past, and her company has an E2 grant that focuses on the environment and education.
- We could apply for funds for outdoor garden boxes, temporary greenhouse or an indoor garden to grow vegetables, flowers, etc.
- Gardening could include REAL students or science classes could compare types of vegetables and sell of plants before summer break.
- Carrie would need to get an estimate on costs for the application.

Action: Linnaea will ask facilities about approval to have garden boxes on school property. Carrie will follow-up with Linnaea.

f) Dance Ed

- FIMESPAF funded and pulled from unrestricted funds the past 2 years.
- Need new fundraisers for Dance Ed. School still had to put in \$700 on top of \$5000 and \$10 per kid.
- Casino funds can't be used for Dance Ed. (can only be used for equipment, uniforms, books, can't be used to pay instructors)

g) Hot Lunch

- Ashley will table for next meeting to decide where funds will go to.

6. Q&A

- Digital screen: discuss at next meeting. Linnaea suggested we could ask to use Casino funds for it
- Before the casino, would be good to have a wish list from staff and can then send a survey out to parents to help rank the ideas.
- Last year items that weren't purchased: 3D printer, uniforms, etc.. Shawna will look up list.
- Casino will be May 8 & 9, 2024.

Action:

- Shawna will look up list of items not purchased with casino funds last year.
- Linnaea can ask at next staff PD meeting about a wish list of items the school could use.

Adjourned: 6:45?

Next FIMESPAF Meeting: February 26, 2023 at 6:00pm