

RancheView School Fundraising Society
Meeting
6:30pm Thursday November 3, 2016
RancheView School

AGENDA

Present: Aaron Gertzen, Rhonda Gervais, Rochelle Snively, Jakki Mackenzie, Kim Demarce, Brittany Hartwick, Jonathan Klinger, Camille Brandt, Kim Goodkey, Kirsti Hill, Mark Simons, Jessica Hamill, Brenda Simons

Regrets: Christa Hoff, Sharon Cronin

1. Call to Order @ 6:35pm
2. Approval of Agenda, Motion to approve by Rhonda G, 2nd by Rochelle S, all in favour
3. Approval of October 6/16 Minutes, Motion to approve by Rhonda G, 2nd by Kim D, all in favour
4. Executive reports
 - a. President - Aaron G
 - i. All admin paperwork updated
 - ii. 2 NSF cheques returned from fruit fundraiser, will turn over to treasurer to handle
 - iii. Annual report due this month, just need to add financial report and will submit
 - iv. After last meeting, found out there is an exemption for the 24mth rule for school societies to apply for Casinos. Motion by Aaron G that we apply asap for Casino License, Kim D 2nds, all in favour. Will need minutes from tonight's meeting and scanned copy of filed by laws.
 - v. Also will request for eligibility to do high value raffles in order to be ready for trip/vacation raffles in future.
 - b. Vice President - Rhonda G
 - i. FundScrip - need to print forms, has called Staples(local) for quote to print 600 @ \$432. Printer in city that she has worked with quotes \$209.39 for same. Motion to approve spending \$210 for printing forms by Rhonda G, Rochelle S 2nds, all in favour **Brenda S suggests local printer, Mark S has contact and will find out ASAP if they can match price above. Forms need to be printed and

ready for Nov 10. Jakki M will supply teacher list and quantities to Rhonda to prep forms. Deadline for orders will be Thurs Dec 1. Orders will be on hand for students week of Dec 12.

- ii. Basket Raffle - Need to firm up launch and draw dates, based on launch at Story Time Night in early December. Will need volunteers to staff table at bookfair & story night. Baskets will be 2 adult, 6 youth. A gift certificate to a local spa has been donated already. Suggestion received of also having baskets around town at local businesses. With community sales, we will increase tickets to 2000 at \$2 each.

Aaron G will secure license.

Kim D. can help in mornings.

Jakki M will arrange calendar and contact Spray Lakes

Kristi H will contact No Frills

Rhonda G will arrange printing of 2 part tickets

c. Secretary - Rochelle S

- i. Mabels Labels - we have earned free labels to contribute to holiday raffle baskets. Motion by Rochelle to purchase RSFS set of labels for \$18 to use on our items and as sample on bulletin board. No objections.

d. Treasurer - Jakki M

- i. Fruit Sale Update - order has been submitted. Will check with farm Friday as to delivery date and arrange volunteers for unloading and sorting.
We have extras to sell based on needing to fill cases of juice and cookie dough.
With those sales, we will have raised \$4236. Received 138 order forms.
Received NSF Cheques from Aaron G and will handle them.
- ii. Estimated oct 31 2016 balance, \$54,796.88, statement not yet received.
- iii. Has created profitability chart of past events
- iv. Address has been confirmed changed at bank

e. Director-at-Large - Christa H (Unable to attend)

- i. Others update on their portions under New Business

5. Student Fundraising Club - Student & Staff Representatives - Hannah H & Camille B

- a. Have had 2 meetings, 13 students at today's meeting, will meet weekly. Two other school clubs would like to do fundraisers and due to one/month limitation they will be offered one month each by the fundraising club. The club brainstormed ideas for in school fundraising efforts such as bake sale, break the rules day, and more. Some big ideas such as bottle drives or garage sales will require more parental and Fundraising Society assistance as they are outside of school hours/building. They will raise and contribute funds per the existing 70% to playground (or Learning Commons) and 30% to the project of their choice, which may be also the playground or Learning Commons
6. Paint Night - Brittany H - Can be hosted at school or elsewhere, she will look into locations. Tickets are \$45 each, and \$15 per ticket is contributed back to the Society. A minimum of 35 tickets must be sold and a \$100 deposit is refunded once 35 tickets are sold. All ticket sales are through their website, and a cheque is sent to the Society after the event. These normally sell out. We will consider putting on the March calendar.
7. Childcare for meetings - Rochelle S - has been secured and starts tonight. Was quite noisy, so we will consider moving our meeting into the open space between the offices to give some chance for the noise to be limited.
8. Break the rules day - Kim D - has been turned over to students per Sharon C. As a society we encourage them to pursue it as often as they can, as it has had great success in other schools.
9. New Business
 - a. Jonathan K shares that Alaris Royalty Group (Spouse of a teacher works here) has pledged a \$5000 contribution to the playground.
 - b. Jonathan K reads statement from Sharon C apologizing for confusion regarding hot lunch and updating that when needed or appropriate due to liability on site, Parent Council will take charge of events, however their focus and primary goal is not Fundraising. The existing 70/30 split will apply to funds raised by Parent Council also.
 - c. Question arises as to what the purpose of Hot Lunch is. Further clarification will be needed as those at Parent Council meetings felt it was both just a fun meal and a fundraising opportunity.
 - d. Brenda S shares paperwork provided to her from manager at ATB regarding donations for playgrounds. Rhonda G will give paperwork to Michelle Finch to confirm if it has already been applied for or to proceed with application.

- e. Aaron G shares from discussions with Sharon C - Monthly limitation for one fundraiser applies only to the student led opportunities, and does not affect any of our planning.
- f. Brittany H wishes to take on an ongoing bottle collection.
- g. Jakki M will connect with Bottle Depot about a Bottle Drop for after Christmas
- h. We will consider a 'collect all the things' drive (textiles, books, bottles) for the Feb student learning showcases
- i. Further to previous art sale suggestion, Jakki M proposes a gala event of student art for sale along with silent or live auction of other valuable donated art. Jonathan K offers to connect with Tuscany School as they have done a similar event to find out ideas for success.
- j. Jonathan K lets us know that Sharon C is fine to auction/donate/raffle 2 separate "Admin for a HALF-day" opportunities in the future. We should also add other staff contributions such as lunch with a staff, sports with a staff etc.

10. Adjourned by Aaron G. 8:10pm

Minutes prepared by Rochelle Snively, Secretary.