

Meeting Minutes
Davidson Creek Fundraising Committee
June 13 2023, 8:30 PM
360 Davenport Dr. Sherwood Park, AB

Executive Members

Robyn Beck, President; Christine Miller, Vice-President; Matt Hicks, Treasurer; Breanne Sweeney, Secretary

Directors at Large

Cayla R, Melissa P, Candace A, Heidi S, Janet M, Quinn A, Stacey B

Attendance

Executive: Robyn Beck, Christine Miller, Matt Hicks, Breanne Sweeney

Committees: Jessica O

Staff: Helene H, Kyla H, Dina D, Christa G

Parents: 9 Parents attended the meeting in person

1. Meeting called to order at 8:44 PM

2. Last meetings minutes
 - a. Approved by Christine, seconded by Matt

3. Casino Volunteers
 - a. 18 volunteers will be needed to do a 6 or 12 hour shift November 3 and 4 for the assigned Casino Night. There will be 4 roles to fill, with a casino advisor on to assist. A form needs to be filled out by all volunteers by Sept 3 to submit paperwork. Drinking and gambling during that will not be allowed by volunteers. A survey will be considered to recruit other parents to fill the volunteer roles.
 - b. Payout will be in February, previous amounts post COVID have been approximately \$16,000-\$20,000

- c. A new project will need to be chosen with some input from the school prior to submitting paperwork.

- 4. Casino Vote
 - a. We are unable to hold a vote to hire Brenda Doupe and open a new bank account as required exclusively for casino funds due to not having quorum. A vote will be held by email.

- 5. Hot Lunch
 - a. Hot lunch made just under \$11,000 in profit. All hot lunches are completed for the year
 - b. Amanda will be staying on the committee, but Candice A and Jessica O will be leaving. Jessica recommended 3 new members to split up the workload. A binder with contacts and ideas is ready to go and can be passed on to the new committee members.
 - c. Snack days had good intake with less money to prepare, and there are a solid number of parents volunteering regularly.

- 6. Year End Financial Report
 - a. There was \$67,000 incoming this year with \$57,000 in expenses. There is approximately \$13,000 to carryover for next year with approximately \$3000 left over from unused funds (like clubs) once September bills are paid.
 - b. The fundraisers with the highest returns was the 100% fundraiser (\$4000) and Hot Lunch (almost \$11000). It was requested that the report be forwarded to School Council for the end of year report, but it was established that it was not necessary as Fundraising and School Council are separate entities.
 - c. Matt Hicks is unable to continue in his post as treasurer so a new one will need to be voted.
 - d. The Sizzler on June 23 will need cheques ready the day of the event, and should be the last cheques of the year.

- 7. Dissolution of Committee and Directors at Large
 - a. Motioned by Robyn Beck, seconded by Christine

- 8. Voting in new Executives
 - a. New Executive Committee positions were acclaimed as follows

- i. Secretary – Breanne Sweeney
- ii. Treasurer – Christine Miller
- iii. Vice President – Melissa Presse
- iv. President – Robyn Beck

9. Voting in new Directors at Large

- a. New Directors at Large positions were acclaimed as follows
 - i. Lynn Walker
 - ii. Hanna Parker
 - iii. Kim Johnston
 - iv. Karli Butler
 - v. Britney McGuinness
 - vi. Markie Young
 - vii. Tiffany Herzog

10. Voting in a new Hot Lunch Committee

- a. New Hot Lunch Committee members were acclaimed as follows with Amanda remaining on another year
 - i. Britney McGuinness
 - ii. Hanna Parker
 - iii. Kim Johnston

11. Discussion

- a. The Policies and Procedures need revising. The new committee will look into this over the summer.

Meeting adjourned at 9:28 PM