

**Meeting Minutes**  
**Davidson Creek Fundraising Committee**  
**October 12 2023, 7:30 PM**  
**360 Davenport Dr. Sherwood Park AB**

**Executive**

Robyn Beck, President; Melissa Presse, Vice President; Christine Miller, Treasurer; Breanne Sweeney, Secretary

**Directors at Large**

Lynn Walker, Hannah Parker, Kim Johnston, Karli Butler, Britney McGuinness, Markie Young, Tiffany Herzog

**Attendance**

Executive: Robyn Beck, Melissa Press, Christine Miller, Breanne Sweeney

Directors at Large: Lynn Walker, Hannah Parker, Karli Butler

Staff: Helene H, Jay R, Jen M

Parents: 6 parents/guardians attended the meeting in person

1. Meeting called to order at 7:51 PM
2. Minutes approved by Lynn, seconded by Melissa
3. Casino Update
  - a. Waiting on 2 forms and shifts should be full
  - b. Backups will be needed just in case, we currently have 0
  - c. Hotel rooms are booked
4. Concession
  - a. The literacy night brought in about \$182 for the concession items
  - b. The dance brought in about \$892, the glowsticks were a big success but should be counted seperately in future events
5. 100% Fundraiser
  - a. \$3595 was the total raised. The budgeted goal was around \$4000
6. Hot Lunch
  - a. A new member is needed to help run the Bambora site

- i. Training will be provided
    - ii. A post on social media will advertise this vacancy
  - b. \$3890.52 was brought in up to October
  - c. Volunteers have been excellent and very helpful
  - d. Nitzas Pizza is happening this week
  - e. The year is planned for hot lunch meals including one snack day per month that will be preordered
  - f. Marianna would like to speak to the outgoing member prior to committing to the position.
  - g. Kinder Hot lunch is going well with two helpers in class room.
  - h. The compassion fund check has been written and given to the office to use at their discretion.
- 7. Financial Report
  - a. So far on budget for hot lunch and 100% fundraiser as well as expenses
  - b. Increased budget to \$1000 to buy enough supplies to cover concessions at multiple events throughout the year.
  - c. Money received from book sale at the literacy night has been given to the school to buy decodable books.
  - d. Discussion regarding using square for debit/credit occurred, as it can keep cash to a minimum and provide an option for people who do not bring cash. The down side is they charge a 3.75% fee, and Square support is not great if money doesn't get transferred properly.
- 8. New Policy and Procedures
  - a. A few updates were made
  - b. Motioned by Melissa, seconded by Christine, the motion was passed with majority
- 9. Christmas Events
  - a. To be discussed at the next meeting now that there will be a November meeting.
- 10. Parent Teacher Interview dinners
  - a. Lynn is planning, and the money has already been approved.

Next meeting November 16

Adjourned at 8:15 PM