



QMS Parents' Association

Minutes of Meeting

October 7, 2019

6:30pm in Karin Quinn Hall

PA Executive:

Sherra Collett	Chair
Rachel Munro	Vice-Chair
Kevin Westwick	Treasurer
Laura Hagen	Secretary
Kirsty Grant	Community Welfare
Alana Smith	Past Chair

QMS Staff:

None Present

PA Members:

Lori Johansen
Alyson Webber
Kelly McManus
Shannon Goulet
Kaleena Ellison
Amber Jeglum
John Jeglum
Kathy Henderson
Megan Lowery
Mary Williams
Alana Smith

Board of Governors:

Jennifer Pelton

Called to Order at 6:30pm

Welcome and Introductions

Sherra introduced the entire members of the current PA Executive and introductions were given from all of the returning and new members of the PA.

Motion moved by Alana Smith, seconded by Shannon Goulet.

"To Approve the Minutes June 3, 2019 as presented."

Carried





Reports

Chair: Sherra spoke of being elected September 16, 2019 and the upcoming events such as the upcoming Bazaar, Samosa sales, raffle tickets sales and the current DSF fundraiser. The DFS fundraiser is new and is just wrapping up, as delivery is time sensitive. The Smile Cards from Thrifty Foods have lapsed. Sherra also addressed the PA involving the senior school in PA events to build community and to aid in fundraising.

Vice Chair: Rachel spoke about needing volunteers to assist in making Samosas. She hopes for lots of support to make this event running with the bazaar successful.

Treasurer's Report: Kevin – Nothing to Report

Secretary: Laura – Nothing to Report

Unicycler: Stephanie was not in attendance, but it was mentioned by Kevin that money would be collected quarterly instead of monthly. A few PA members at this point asked about the way the Unicycler works and a brief explanation was given.

Community Welfare: Kirsty – Nothing to Report

Class Reps: Shannon Goulet asked if people from the community or alumni are able to participate in PA fundraising or events. Perhaps they could opt into emails?

Constitution or Bylaws: The current PA Constitution and Bylaws went out to the School community and it was suggested that the current bylaw of "4.6 The term of office of an elected member is two years and 4.7 No person may hold the same executive position for more than one term." be amended to a minimum of two years and that we choose a maximum term as well. Discussion resulted in the PA deciding to eliminate the minimum term and instead only have a maximum term stated in the Constitution and Bylaws.

Motion moved by Jennifer Pelton, seconded by Alana Smith.

"To eliminate the current wording of the above 4.6 and 4.7 Constitution Bylaws and amend to read as follows: 4.6 No member will serve on the executive for more than 6 years. "

Carried

PA Fundraiser Updates: PA Wine and Cheese had over 80 people in attendance and was very successful. Many new families came this year and all of the food was consumed and enjoyed. It did feel rushed this year, with the extra added update of the school's construction schedules. The senior school parents leaving for a separate session left them feeling left out of the Junior School updates.





DFS fundraiser deadline was extended until Wednesday October 9th, 2019 as orders still coming in.

Discussions and Updates:

Monthly Meeting Times: With such a good turn out this evening, the PA has decided to alternate day and evening meeting times. Daytime meetings will be at 8:10 am and evening meetings will commence at 6:30 pm.

UPCOMING MEETING DATES:

December 2nd, 2019, 6:30pm
January 6th, 2020, 8:10am
February 3rd, 2020, 6:30pm
March 2nd, 2020, 8:10am
April 6th, 2020, 6:30pm
May 4th, 2020, 8:10am
June 1st, 2020, 6:30pm ~ AGM~

Year Long Event Planning: The PA Executive sits down with Development Director to work out the Calendar of events the previous year. As a result, the fall was already planned out long in advance, including the DFS and Christmas Bazaar planning. Spring Event ideas are still very welcome. Hoping that we will have a hanging basket/succulent fundraiser. A senior school parent is getting some information about that for the future. Other ideas can be emailed to gmspac@qms.bc.ca.

October Family Fun Night: Thursday October 24th, 2019 is the date chosen. Pizza and a movie, with the option of treats, will be given. Alyson Webber is taking point on the event with Sherra Collett assisting.

Thrifty Smile Cards: The current program has lapsed so it will need to be set up again. The idea was given to do Co-op Points and the PA will look into that as well.

Bazaar: Kirsty Grant is heading the Bazaar and the date set out is Saturday November 30th, from 10-2pm. It is always well attended and there are many volunteers needed to make the event run well. Alana Smith is doing the licensed raffle, there is a bake table, a book sale, a Rummage sale, lunch service, Samosas sales, Crafty QMS table, an OOMA table and a 50/50 ticket sale. The Rummage sale needs the most volunteers at this point. Drop-off of donations for the Rummage sale will be at the old school shop. Details coming soon. Samosas will be limited to pre-order this year, with the date of November 8th set for volunteers needed to make the enormous order. Wreaths and Poinsettias are again for sale with Shannon Goulet taking on the ordering. Pick-up will be the 29th and the day of the Bazaar. Meetings for those who want to be involved will happen every Monday morning until the Bazaar, at 8:10am in Karin Quinn Hall.





Close Meeting—7:48pm adjourned

Next meeting AGM **Monday, November 4, 2019** at 8:10am in Karin Quinn Hall.

Attached: QMS PA Financial Statements



QMS PAC
Balance Sheet
As of September 30, 2019

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Chequing	26,886.06
Gaming	7,019.51
Restricted Funds	0.00
Total Cash and Cash Equivalent	\$ 33,905.57
Total Current Assets	\$ 33,905.57
Total Assets	\$ 33,905.57
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
Total Accounts Payable (A/P)	\$ 0.00
Total Current Liabilities	\$ 0.00
Total Liabilities	\$ 0.00
Equity	
Opening Balance Equity	17,981.23
Retained Earnings	9,482.28
Profit for the year	6,442.06
Total Equity	\$ 33,905.57
Total Liabilities and Equity	\$ 33,905.57

QMS PAC
Profit and Loss
September 2019

	Total
INCOME	
Gaming Grant	6,520.00
Interest	2.26
Total Income	\$ 6,522.26
GROSS PROFIT	\$ 6,522.26
EXPENSES	
Bank fees	2.00
Total Expenses	\$ 2.00
PROFIT	\$ 6,520.26