

Home and School/ Auction Meeting Minutes

January 9th, 2025
St. Catherine School Library

Meeting called to
order at 7:02 pm

Chaired by: Amanda Anderson

Record keeper: Michelle Rodgers

Attendees: Amanda Anderson, Josh Gatner, Leslie Martin, Marla Cote, Lenae Brilman, Michelle Rodgers, Christy Godlonton, Gabi Kolk, Chelsea Vander Heyden, Lexi Paskal, Crystie Praskach, and Carlene Van Diemen.

Agenda item: December meeting minutes

This writer, Michelle Rodgers asked if everyone was able to review the meeting minutes completed from the previous Home and School Association meeting on December 10th, 2024. Anyone who read them agreed there are no edits or amendments to make. Gabi Kolk made a motion to approve the meeting minutes as presented.

Agenda item: Treasurer Report

Leslie Martin presented a treasurer report including the Home and School Association's current balance and items that have been withdrawn. The current balance is \$56,499.61. An email money transfer of \$590.99 to cover hot lunch expenses. A \$3000 cheque for library books was written and several more will be written and or withdrawn soon for guitars, sewing machines, and deposits for Prime catering, Wacky shots and Dueling pianos, as discussed and voted on in previous meetings.

We are still waiting to hear if we have been approved for the CIP grant of approximately \$14,997. Leslie had no other news to report. Leslie made a motion to approve her as presented, seconded by Michelle Rodgers – all voted in favor.

Agenda item: Hot Lunch

This writer, Michelle Rodgers, provided a hot lunch report. There was only one hot lunch during this reporting period, the Christmas potluck on December 11th. Home and School Association provided ham, juice boxes, buns and butter while students were asked to bring either a side or dessert based on the first initial of their last name. Feedback from the potluck was positive. There was enough leftover food to provide a full hot lunch for students the next day as well. Going forward we would recommend only having 3 or 4 students from each class sign up to bring a potluck item to limit the amount of food available, as it can be overwhelming for students. For the second day, serving leftovers, we opted to serve out of the canteen as a trial and due to their being a play production in the gathering space. Due to the layout of the canteen and only being able to serve one student at a time, students waited quite long.

This proved to be less efficient therefore we will continue to offer lunches in the gathering space with two stations set up as previously done this year.

The next hot lunch is beef on a bun ordered from Berts on January 23rd. This writer requested feedback if we should offer veggies as a side as opposed to small bags of chips, as previously offered. Everyone agreed that veggies were a healthier option and suggested we just have two options and serve from a tray to avoid waste. Baby carrots and cucumbers were decided to be offered.

Lastly, feedback regarding Kona Ice was requested. Previously, it was offered on the last day of school, however this is when junior high students have exams and are not necessarily at school. There was also the issue of not having buses on this day, which would not be an issue this year. Chelsea suggested if we offer it one or two weeks earlier, we could include the ELP and kindergarten. Another feedback was to purchase popsicles or ice cream cones then we can offer to students whenever works best for them. This is a great option, especially when funds are tight, but students do love the experience of attending the Kona Ice truck and picking their flavors. Everyone agreed it would be nice to include everyone and also not book for the last minute in case other circumstances arise and we are not able to offer the service. After looking at the calendar, kindergarten graduation is typically the last Thursday so we will book Kona Ice for June 11th at 11:30am so ELP parents can be asked to come a bit sooner to assist their children if needed. This writer will contact Kona Ice and book them.

Agenda item: New Business

Crystie Praskach attended Home and School Association as a representative from Parent School Council. She thanked everyone for the \$300 sponsor of KinderT's and requested our support to purchase refreshments and light snacks for an upcoming Family Dance planned for February. Christy Godlonton asked Crystie how much they estimate to need. She suggested \$150-200. Christy Godlonton made a motion to give School Council \$250 to utilize for the school family dance. Seconded by Gabi Kolk. Everyone in attendance voted in favor.

Agenda item: School Report and/Requests

Associate Principal Josh Gatner attended on behalf of St. Catherine School. As previously voted upon, Josh has ordered 7 new guitars from Long and McQuade and they will be ready to pick up right away. Teacher Corinne Rasmussen will be looking into purchasing the four new sewing machines soon. Josh reported he sent Leslie a letter to release funds for the remaining \$672.39 from the junior high trip last fall. The senior leadership used approximately \$120 of the \$500 yearly budget for their senior dance. Josh and the Teachers involved have challenged the students to utilize the funds in ways to generate more revenue that can be utilized for future events. Leslie and Amanda will provide Josh with a cheque to cover outstanding expenses at the end of this meeting.

Agenda item: Upcoming Auction

Auction chair Marla Cote and Chelsea Vander Heyden reported that auction planning is going well. Prime Catering and Wacky Shots have been provided with a deposit and are booked. Chelsea was awaiting a response from Cal from Dueling Pianos regarding the name for the cheque to provide a deposit. Chelsea instructed Leslie just to write the cheque deposit to Cal Toth and he can disperse it where needed.

Marla Cote provided the donation letter and donation seeking letter made by Alyssa Murray for everyone to review. Marla suggested the only edit would be to extend the date to have donation-seekers

hand out letters to from January 30th to February 15th as the packages are going out later than usual. Marla stated she would be helping to put the packages together in the next few days and a few people offered to help. She stated the packages will be sent home with the oldest child of the donation-seeker family. The donor list was passed around the room and everyone in attendance added their name beside donor names and companies that they have a relationship with, especially those who have previously been sought by individuals who are no longer involved with Home and School Association. Any remaining donors who no one signed up to seek, Marla will leave blank, and we can message on the What's App who we will seek.

Chelsea Vander Heyden began the discussion about Auction games. She proposed a few ideas including wine toss, heads and tails, balloon dart toss, etc. At the last auction, we received a box of wine as a donation. Chelsea suggested spray painting some empty wine bottles to look pretty and having guests pay to toss a ring. If it lands on a bottle, you win a bottle of wine. Another variation could be you win a full bottle that your ring lands on. Everyone agreed this sounded like a great game that would be well received. Chelsea continued by stating she doesn't have experience playing Head'n'tales but was open to running it with some help. She suggested whoever pays to play could receive a glow stick to make it easier to sell the game ahead of time than announce when we're playing. In previous years Home and School Association has run a balloon fundraiser however with the price of helium being outrageous it was not feasible to do. Chelsea suggested we could create a balloon wall, and players pay to throw a dart to pop a balloon. If they succeed their table number is entered in a bowl. When dinner is ready, we will pull the table numbers from the bowl to determine the eating order. Therefore, if you pop more balloons, your table number will be entered more and have a greater chance of eating sooner. This also is a fun way to engage attendees during that lull before things begin. Everyone thought this was a very fun idea.

Marla continued the Auction discussion by requesting if drink tickets should stay the same, 4 for \$20. Everyone agreed this was reasonable. Christy added that it would be beneficial if we could not have tickets sold at the bar as it held up the distribution of drinks and caused long lines. We did sell them at the door last year, but she suggested we set up a small table beside the barn that could be designated for just ticket sales. We could even offer that person a free meal to attend. Josh offered to ask his daughter if she would be interested in this position, and he will get back to us. We also thought this would be a good position for a teacher or University student completing their practicum.

After some investigation, it was confirmed we have purchased 250 chairs, therefore we will not need to order any for the auction. Lexi confirmed the amount of tables rentals required and will order them. The color theme was confirmed as red, black and gold. Ticket sales will start February 15th with Leslie Martin managing the financial side and Amy Vander Heyden managing the seating chart component. Leslie agreed to have the Home and School email added to the flyers if Amy could have her number and manage calls/text regarding selling tickets. We will offer 250 tickets.

Crystie Praskach will work on the flyers and manage the advertising component. She suggested working with Carlene and Marla to make the flyers, pamphlets and tickets to be the same. Everyone loved this idea.

Action Required

Tasks to be completed	By whom	Date completed by
Continue to facilitate and offer hot lunches.	Amy Vander Heyden, Lenae Brilman and Michelle Rodgers	Ongoing
Contact Kona Ice and tentatively book for June 11 th @11:30-1pm	Michelle Rodgers	Prior to next meeting.
Provide cheques for the items/services Home and School Association has approved.	Leslie Martin & Amanda Anderson	Ongoing
Update donation seeker document with committee members using master copy passed around at the meeting.	Marla Cote	Prior to sending out donation seeker packages.
Create donation-seeking packages and send home with students to give parents.	Alyssa Murray & Marla Cote	End of January 2025
Inquire if ATB Financial will donate their time to assist with checkout guests at the auction.	Marla Cote	Prior to auction
Inquire if the University of Lethbridge has any clubs that may be interested in assisting us with the checkout table.	Alyssa Murray	Prior to auction

Next Meeting: Tuesday February 4th @ 7pm

Meeting adjourned: 8:20pm