

Home and School/ Auction Meeting Minutes

May 26th, 2025
Cattleman's Restaurant

Meeting called to
order at 7:15 pm

Chaired by: Amanda Anderson

Record keeper: Michelle Rodgers

Attendees: Amanda Anderson, Josh Gatner, Gabi Kolk, Michelle Rodgers, and Alyssa Murray.

Agenda item: April 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 April 28, 2025. Anyone who read them agreed there are no edits or amendments to make. Alyssa Murray accepted the meeting minutes as presented.

Agenda item: Treasurer Report

This writer presented a treasurer report on behalf of Home and School Treasurer Leslie Martin. Current account balances are \$30,354.68 in our account for the operating budget for this year and \$146,142.13 in the account for the next two years. The \$146,067 auction income is in the separate account earning interest (now the \$146,142.13). The last hot lunch, Booster Juice expenses still need to be withdrawn; Amanda is working with Booster Juice to apply a discount for our order due to it being delivered late and without straws. This writer made a motion to approve Leslie report as sent and presented, seconded by Gabi Kolk.

Agenda item: New business

Amanda Anderson led the discussion regarding new business with the first item being to push the next auction to 3 years away, instead of 2. This has been brought up by multiple individuals in the community and therefore brought to the meeting to be discussed. St Catherines and Dorothy Dalglish both run similar fundraising dinners that used to be on alternating years. Due to COVID shutdowns, St. Catherine's pushed their auction back by one year causing these fundraising events to land on the same year. The worry is that both schools are seeking donations from the same companies and individuals in the community and therefore it may be more lucrative to go back to push our next auction to three years away to get back onto alternating years. It is ideal to make this decision prior to the budget meeting to know if funds need to be budgeted for two or three school terms. Alyssa Murray stated it would be beneficial to talk with Dorothy Dalglish to ensure they are not having the same discussions – Josh Gatner will contact DD's principal for clarity. Josh added that we should check our bylaws to ensure there is nothing stating we must have auctions every two years and offer no other fundraising. Alyssa suggested adding a color fun run or some other event in lieu of pushing the Auction Dinner back another year, this could help fill the need for expenses that may arise. This write also added that utilizing grants

that Leslie Martin has previously brought forward may also be beneficial to cover the expenses of some bigger items – like the outdoor class space, trees, etc.

This discussion brought us into the next new business item to discuss – updating the bylaws. Doing some could add clarity for the auction fundraiser and allow increased flexibility with scheduling meetings in the future. Home and School meetings often have limited agenda items, especially during a non-auction year and it would be optimal to allow for meetings to occur every three months or earlier if needed for the future. Also adding zoom meeting allowances for times when we do not have enough members in attendance to meet quorum. Alyssa Murray and Gabi Kolk agreed to review the bylaws and work on making amendments to bring to the AGM in the fall. Everyone in attendance was so grateful to them, especially to have Alyssa's law knowledge and abilities.

Agenda item: Hot Lunch

Kona Ice is booked for June 11th 11:30-1:30pm. Each snow cone is 2.75 and Kona Ice will keep track of how many they serve and invoice us at the end of the day which can be paid via email money transfer or cheque. For clarity, this writer requested feedback if we would like to offer free cones to parents and siblings. This would primarily be for ELP and Kindergarten families, as this is during dismissal time. The consensus was that siblings would get a snow cone, and the rest would be situational basis – if Parents offer to pay Kona Ice will accept and or if someone would like one but is unable to pay, we will instruct them to offer for free.

Elementary Sports day for grade 3-6 will be June 24th and Taco in a bag is being offered. Josh added that Junior High students, grade 7 and up, will not participate in this lunch. They attended their sports day at the High School with lunch provided and this will be during exams. He suggested maybe planning for a dozen junior high students to participate in the lunch in case they are around for extra support during exams. Therefore, lunch will be for approximately 150 people. It was reminded to purchase prewashed and shredded lettuce from Wholesale Foods. Alyssa Murray inquired if there is a ground beef donor – this write will investigate it and let her know. This writer will post on the ground chat to have people commit to volunteering closer to the date.

Agenda item: School Requests & Reports

Associate Principal Josh Gatner attended and spoke on behalf of St Catherine School. The following are items that he is requesting funds for that have had previous motions made that will cover their expenses.

- Sewing Machines - this was an approved item that was approved back in Dec/Jan that was outside of the budget. These seven machines came in and cost \$1934.94
- Leadership - between the dance and items/juice from the Famine event, they have spent \$360.54 Budgeted for \$500
- Swimming - Two “fun days” that were approved for \$285 and \$1600 for 4 sets of lessons at \$400 each - no GST.
- Faith - Face2Face + Access52 retreat costs came to \$786.92 over the student fees. Asking for the budgeted amount of \$500. The remaining \$286.92 will come out of the overtures budget line item.

The following items are new items that need attention and or to be paid.

- An invoice for Auction Caretaking from the Holy Spirit School Division was sent to the school. This is an outstanding expense from the event for caretaking for \$110.25. This is outside of the school's operating budget and should fall under Auction finances. This writer was under the impression that any cheques that the Holy Spirit School Division received from donors to obtain tax receipts, those funds are kept at HSSD until we provide them invoices to pay directly. This writer will contact Auction chair Marla Cote for clarification on this as the \$110.25 should be withdrawn from that total if this is indeed the case.
- Fixing/repairing soccer nets and replacing stone patio tables that were vandalized last year. These items fall under our outdoor beautification that we fundraised for. A quote for purchasing new concrete patio tables was provided however did not include assembly or placement – which may increase the cost. This writer will contact Principal Dan Vanden Dungen to obtain a more accurate quote/cost to reflect the assembly. Regarding the soccer net repair/replacement – Gabi Kolk added that community feedback she obtained while seeking donations from the auction was that Coulee Kickers (a local soccer organization) would love to utilize St Catherine soccer fields and may even cover the expenses of new nets, however, were declined the ability to utilize the space previously. Josh will contact Holy Spirit and see if it is possible and what they may need. This writer added that CKSA would likely add a small shed and would paint the fields a couple times per season, Josh did not see a problem with that. Amanda will contact Hanks Feedmill to obtain a quote for soccer net replacements.
- Josh has already approached vendors regarding quotes for a lighting system for staged events. We are looking at right around \$10k as this is over the threshold he will need to obtain three quotes to provide to the HSSD to obtain approval before this can be completed.

Regarding the remaining funds in the account that is needed to be spent by the end of this school year, the following items were approved for Josh to investigate and or plan for. Extra field trip/bussing expenses, class set of ukuleles, additional guitars, more library resources, and whatever is left to purchase more Chromebooks or maintenance on the existing ones. There still may be some budget line items that need to be topped up too, including hot lunch.

Next Meeting: Budget planning meeting June 16th, year-end meeting & party June 17th at 7:15pm

Meeting adjourned: 8:30 pm