

École St. Germain Parent Advisory Council Meeting
Wednesday, June 5, 2019 – 7:00 pm, ESG Library
Meeting Minutes

Attending: Amy Haworth, Paulette Sabourin, Jamie Care, Meghan Care, Nicole Hohner, Krista Kutcher-Poole, April Peterson, Sara Dickson, Apryl Nadeau, Trevor Nadeau, Diane L'arrive, Susanne Dandenault, Matthew Wiebe, Darya Prokapalo, Kevin Raitt, Nicole Hacault, Lindsay Woollard, Lisa Hettrick, Charlene Allard and Cathy Robert-Swain.

Regrets: Kim Dunford.

Absent, Stephanie Clement, Jodi Dick, Dana Forsyth, Alanna Brown, Crystal Meisner, Marcia Neufeld, , Mandy Safronetz, Kim Sawers, Adam Woollard and Sharon Coughlan

Call to Order: 7:03 pm

1. **Approval of June 2019 Agenda:** motioned by, Trevor Nadeau, seconded by Diane L'arrivee **PASSED**
2. **Approval of May 2019 Minutes:** motioned by, Jaime Care seconded by Meghan Care . **PASSED**
3. **Welcome all members and guests.**
4. **Correspondence:** None.
5. **Acknowledgment of departing members:** Mme Amy Haworth
6. **Treasurer's Report-** May 2019 Financial Statement – See Appendix A
7. **Unfinished Business:**
 - a) **Flowers:** Front of school planters were planted by the grades 3 & 4
 - b) **Mount St. Germain:** Motion for up to \$500 for purchasing fill to fix cracks on hill. Motioned by Krista Kutcher-Poole, seconded by Sara Dickson. **PASSED**
 - c) **ESG PAC Brochure:** Jamie and Nicole discussed a re-vamp of the current brochure. Tabled for bigger discussion in September.
 - d) **Annual Financial Review:** Review was completed.
 - e) **St. Timothy's parking honorarium:** Lisa Hettrick delivered card & honorarium on June 5th, 2019
 - f) **Fundraisers for 2019-2020:**
 - (i) Peak of the market will be October 10th for delivery. Orders due October 3rd
 - (ii) Sobeys/Co-Op Card orders will be November 2019
 - (iii) Show and Save orders will be March/April 2020
 - (iv) Lacoste orders in May conflict with ESG daycare for Mothers Day so will discuss for Christmas time.
8. **Committees/Events Recap:**
 - a) Fall BBQ: September 27th 2019
 - (i) Food/Drink- Apryl & Trevor Nadeau
 - (ii) Sierra Noble- Susanne Dandenault
 - (iii) Cake Walk- Nicole Hacault

(iv) Volunteer Table- Meghan and Jamie Care

- b) PAC Open House is Wednesday October 2nd, 2019
- c) Peak of the Market is Thursday October 10th, 2019
- d) Book Fair will be the week of November 25th, 2019
- e) Movie night will be on March 12th, 2020
- f) Staff Appreciation Days – TBA

9. **New Business:**

- a) C JS Scholarship- Jamie Care presenting June 26th at Dakota Fieldhouse.
- b) \$250 for Running club for their windup. Motioned by Lindsay Woollard, seconded by Matt Wiebe **PASSED**
- c) Playground Enhancement Project Funds- moved to approve \$3000. Motioned by Lisa Hettrick, seconded by Nicole Hacault. **PASSED**
- d) Annual Report of PAC-reported by Susanne
- e) Move to Approve budget for BBQ (\$1,500) motioned by Darya Prokapalo, seconded by Jamie Care. **PASSED**
- f) Move to approve Fiscal Year-May 1,2019-April 30,2020. Motioned by Charlene Allard, seconded by Kevin Raitt. **PASSED**

10. **Executive Election**

- a) Vice-Chair (2-year term) – Trevor Nadeau
- b) Treasurer (1-year term) - Nicole Hohner
- c) Co-secretaries (1-year term) – Nicole Hacault & Apryl Nadeau

11. **Administrators Report:**

See Appendix B

12. **Next Meeting:** September 11th, 2019 7:00 pm

13. **Adjournment:** 7:59 pm

APPENDIX A – MAY FINANCIAL STATEMENT

**ECOLE ST. GERMAIN PARENT ADVISORY COUNCIL
MAY FINANCIAL STATEMENT**

ACCOUNT BALANCE AT MAY 1, 2019

\$ 12,688.40

CREDITS	Deposit (Lacoste Fundraiser)*	\$8,049.00	
	Interest	\$0.81	
	TOTAL CREDITS		\$8,049.81
DEBITS	#506 Krista Kutcher-Poole (Appreciation Lunch)	\$25.20	
	#507 Apryl Nadeau (Appreciation Lunch)	\$195.57	
	#508 Lacoste Garden Centre (fundraiser)	\$6,494.60	
	#509 Marlene Heibert (planter flowers)	\$204.50	
	#511 ESG - patrols (Jan-April 2019)	\$204.25	
	#512 Nicole Hohner (admin supplies)	\$22.00	
	#513 S. Dandenault (Lacoste fundraiser)	\$42.50	
	TOTAL DEBITS		\$7,188.62

ACCOUNT BALANCE AT MAY 31, 2019

\$13,549.59

LESS FUTURE COMMITMENTS / MOTIONS

	-\$152.00 Student Leadership (patrols, mini u, etc)	-\$2,000.00	
	-\$65.00 Babysitting for PAC meetings	-\$185.00	
	-\$137.35 Staff Appreciation Week	-\$400.00	
	-\$139.18 PAC costs	-\$228.00	
	ESG Scholarship (Convocation 2019)	-\$500.00	
	Recess equipment	-\$395.62	
	Lunch a Munch program	-\$400.00	
	Game Club - wind-up and games	-\$200.00	
	Fall 2019 BBQ - Entertainer	-\$825.00	
	Grade 5 Farewell	-\$500.00	
	#510 St. Timothy's Church (Honourarium)	-\$150.00	
	TOTAL FUTURE COMMITMENTS		-\$5,783.62

TOTAL FUNDS AVAILABLE

\$7,765.97

MOTIONS / NOTES

- *Lacoste Deposit \$8,064 - \$15 for petty cash replenishment
- Motion - up to \$500 for recess equipment
- Motion - up to \$400 for "Lunch a Munch" program
- Motion - up to \$200 for Game Club (\$100 for wind-up and \$100 for game replenishment)
- Motion - up to \$500 for plants for planters in front of school (motion fulfilled)
- Motion - up \$1,500 for entertainer for Fall 2019 BBQ (\$750 deposit paid)
- Motion - \$150 to St. Timothy's Church for parking lot honourarium (motion fulfilled)
- Motion - up to \$500 for the Grade 5 Farewell
- Final Lacoste Fundraiser Profit was \$1,526.90

APPENDIX B – ADMINISTRATOR’S REPORT

June 5, 2019

Administrator’s Report

I. June is busy:

- a. CJS Cap and Gown Tour was May 31, so cool!
- b. Folkdance at ESG June 13th (rain date June 19)
- c. Fusion EGM: June 14th
- d. Indigenous Day: June 21st
- e. Farewell: June 20th
- f. Final Assembly: June 28th
- g. Mini U for Leadership: June 17th
- h. Bump up Day: June 28th