

**ÉCOLE ST. GERMAIN PARENT ADVISORY COUNCIL
MEETING MINUTES
Wednesday, January 8, 2020, ESG Library**

Attendance: Jamie Care, Meghan Care, Susanne Dandenault, Nicole Hohner, Diane L'arrivee, Ed Lazarko, Kim Sawatsky, Karin Holmes, Lisa Holmes, Cathleen Hues, Nicole Hacault, Ron Cadez, Paulette Sabourin

Regrets: Kim Dunford, Sara Dickson, Krista Kutcher-Poole, April Peterson, Charlene Allard

Absent: Alanna Brown, Stephanie Clement, Sharon Coughlan, Dana Forsyth, Lisa Hettrick, Crystal Meisner, Marcia Neufeld, Kevin Raitt, Cathy Robert-Swain, Kim Sawers, Joni Tesoro, Eva Trachtenberg, Matthew Wiebe, Adam Woollard,

1. Call to Order: 7:01pm
2. Approval of January 2020 Agenda – Approved by Dianne L'arrivee, Second by Meghan Care **PASSED**
3. Approval of December 2019 Minutes – Approved by Karin Holmes, Second by Lisa Holmes **PASSED**
4. Welcome all members and guests
5. Correspondence – none
6. Treasurer's Report – December Financial Statement (see attached)
Nothing to report, healthy balance
7. Unfinished Business
 - a. PAC Bulletin Board move to front (Jamie/Cathleen) – move has been completed and will plan for next meeting what will go on board, possible focus on volunteers needed.
 - b. ESG Communication Plan (Jamie) – next meeting a proposal for a website and collaborate with Cathleen with a PAC logo/colour pallet
 - c. CJS Update (April) – none
 - d. Mount St. Germain – tabled to May
8. Committees/Events
 - a. Movie Night – March 12th – (Jamie) No matts, no outside food, cleanup 10 min before its finished. At February meeting complete volunteer schedule.
 - b. Show & Save – _March / April (Charlene / Sara)
 - c. Staff Appreciation – week of March 23rd -think of a theme and will discuss at February meeting.
 - d. Lacoste – for May long (Susanne)
 - e. 2020 BBQ - Suggestion for food truck for next year in order to reduce volunteers needed. BBQ will be rented and can cancel if necessary. Survey monkey to go out and discover whether June or September BBQ is preferred. BBQ to be rented for Sept 24th. Potential June date of June 4th to go better with weather and scheduling. **Motion: Move budget of \$2500 for June BBQ, Moved By Jamie Care, Second by Cathleen Hues . PASSED**
9. New Business
 - a. Ed to contact Block Parent to look into setting up.
10. Administrators Report (see attached)
 - a. Money needed for shovels and saws.
Motion made to provide up to \$500 for winter equipment. Moved by Lisa Holmes, Second by Dianne L'arrivee PASSED
 - b. Grade 5 farwell party to be organized by parents. Money can be requested from PAC
 - c. Thoughts on Scholastic moving towards electronic orders rather than paper flyers.

- d. Thoughts on report cards moving towards paperless electronic versions, start to move towards online for the June report card.
- e. Ice Cleats were purchased. Motion made to reimburse for purchase of cleats. **Moved by Ed Lazarko, Second by Karin Holmes PASSED.**
- f. Motion made for reimbursement of recycling containers to the school. **Moved by Kim Sawatsky, Second by Meagan Care, PASSED**
- g. Discussion around electronic sign. Susanne to look into the cost of a new sign.

11. Next Meetings – _Wednesdays: February 5 / March 4 / April 1

12. Adjourned at 8:05 Moved by Cathleen Hues, Seconded by Karin Holmes **PASSED.**

DECEMBER 2019 ESG PAC FINANCIAL STATEMENT

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

ACCOUNT BALANCE AT DECEMBER 1, 2019

\$ 31,718.32

CREDITS			
	Interest		\$1.57
	Deposit - NSF cheque repayment (gift cards)		\$200.00
	Deposit - City of Wpg Grant - Recycle bins		\$445.74
	Deposit - LunchaMunch (cash)*		\$11.50
	Deposit - LunchaMunch		\$158.84
	Deposit - LunchaMunch		\$105.08
	Deposit - LunchaMunch		\$194.85
	Deposit - LunchaMunch		\$39.87
	TOTAL CREDITS		\$1,157.45
DEBITS			
#531	ESG (playground radios)		\$221.29
#532	Diane L'Arrivee (juice for hot lunch)		\$109.52
#534	Co-op (Gift card fundraiser)		\$9,720.00
#536	Pita Pit (Hot Lunch - Dec 3)		\$872.50
#537	Little Caesars (Hot Lunch - Dec 17)		\$595.61
	TOTAL DEBITS		\$11,518.92

ACCOUNT BALANCE AT DECEMBER 31, 2019

\$21,356.85

LESS FUTURE COMMITMENTS / MOTIONS

	Student Leadership (patrols, mini u, etc)	-\$1,191.95
	Babysitting for PAC meetings	-\$80.00
	Staff Appreciation Week	-\$400.00
	PAC costs	-\$171.57
	ESG Scholarship (Convocation 2020)	-\$500.00
	Playground Hill Repair	-\$500.00
	Playground Enhancement Project	-\$3,000.00
	Patrol Toques	-\$500.00
	Guest Artist for Gr. 5's	-\$1,400.00
	Upcoming Hot Lunch expenses	-\$1,280.62
	City of Wpg Grant - Recycle bins	-\$445.74
	TOTAL FUTURE COMMITMENTS	-\$9,469.88

TOTAL FUNDS AVAILABLE

\$11,886.97

NOTES

POM money from staff (\$64 - \$42.05 petty cash replenish - \$21.95 office supplies)

* LunchaMunch Deposit less \$3 for Petty Cash Replenishment

MOTIONS

Motion - up to \$500 for hill repair

Motion - up to \$500 for toques for patrols

Motion - up to \$1,400 for guest artist for Grade 5's

Hot Lunch #2 - Dec 3, 2019

Revenue (after fees) - \$1,362.92

Expenses (Pita Pit) -\$872.50

Profit - \$490.42

Hot Lunch #3 - Dec 17, 2019

Revenue (after fees) - \$1079.78

Expenses (Little Caesar's & juice) - \$656.12

Profit - \$423.66