

St Martin's Catholic School Foundation

May 13, 2019

Minutes

1. Call to order – 6:02 C. Heisler
2. Amendment/Adoption of the minutes from April 15. 2019
 - Motion to adopt J. Dixon; second M. Mast
3. Amendment/Adoption of the Agenda
 - Motion to adopt A. Bodnarchuk, second J. Dixon
4. Treasurer's Report
 - Ran out of cheques, they are on order
 - Subway wants weekly cheques
5. Old Business
 - a. Committee Reports
 - i. Fundraising – Caryn: both popcorn and flowers went well. Popcorn will be here after the long weekend.
 - For next year Caryn would like to set monthly fundraisers and have them laid out for the year and posted so people know what is coming. Try to avoid overlap.
 - Ashley thanked Caryn for coordinating the Growing Smiles fundraiser, it was a big job to organize the deliveries.
 - Hanging baskets given to 2 Baba's best ladies and breakfast club to show appreciation
 - ii. Spell a thon – It went really well. 2 classes were very close. Good fundraisers.
 - Motion to spend a maximum of \$100 to for spell-a-thon prizes. A. Bodnarchuk; second W. Cannan.
 - Thank you to Jamie for running the spell-a-thon
 - b. Hot Lunch – Baba's best interested in continuing next year, waiting to see if nutrition program will continue into next year. 106 Happy Meals ordered, so munch-a-lunch program is not an issue. Question was raised as to whether or not we can use powerschool to avoid subscription fees for munch-a-lunch. Mr Kucy to investigate logistics.
 - c. Transportation – 15 drivers have been approached and have agreed to do the training required to meet the new regulations.

- d. Honorarium for bus drivers – What problem are we solving? Is there a problem, do bus drivers need an honorarium? Decision made to table until we get a funding request form

6. Correspondence

- a. Funding request – New form made by Caryn and Jenn (thank you ladies).
- Request made from Mrs. Robinson - \$470.00 for an author visit. To book we would need to pay now. The author she is requesting is Marty Chan, who is very well respected. Motion made to pay for the author visit up to \$500. W. Cannan; second C. Heisler

7. New Business

- a. ASCA Conference Report – Jamie Hirsch – Foundation; Thank you to the foundation for paying for me to go to the conference.

Highlights:

- Try to keep matters separate.
- Support the principal.
- We need to have a membership list should be annual.
- Our existing bylaws are quite old (2012).
- It is a good idea to have a purpose, or objects of incorporation. Make sure it is not too specific.
- This information can be pulled from registry.
- We need a mission statement, what is our purpose.
- Suggest having a policy and procedures manual. There are templates available online that can be reviewed and amended quite easily.

8. Adjournment – Meeting adjourned 7:04 PM