

# St. Martin's Catholic School Foundation

March 11, 2019

## Agenda

*8 in attendance: Jen Dixon, Carmen Heisler, Ashley Bodnarchuk, Caryn Stuart, Wendy Cannan, Amberliegh MacRae, Jamie Hirsch, Joe Kucy*

### 1. Call to Order

*6:02 PM*

### 2. Amendment/Adoption of the minutes from February 11, 2019

*Motion – W.C*

*Seconded – C.H*

### 3. Amendment/Adoption of the Agenda

*Motion – J.D.*

*Seconded – C.H.*

### 4. Treasurer's Report

*-Ashley discussed the importance of transferring net revenue to reserve to avoid slush funds and for accountability.*

*-Ashley requests to have motion to approve the transfer of net revenue from 2019 surplus to transportation reserve.*

*-Transportation reserve can include all issues pertaining to transportation including purchase of bus, hiring drivers, driver honorarium etc.*

*Motion to accept transfer of net revenue of surplus to transportation reserve C.H.*

*Second W.C.*

#### a. Budget motion

*Motion to approve budget as stated J.D*

*Seconded – C.H.*

*Carried*

### 5. Old Business

#### a. Committee Reports

##### i. Fundraising

*Caryn has booked QSP popcorn and Growing Smiles Spring campaign. The order forms will be going home over Easter, Growing Smiles will be in before Mother's Day. This is the first time trying both fundraisers at the same time.*

#### b. Transportation

*No update on new legislation for bus drivers and for safety restraints.*

*Discussion on purchasing 24 passenger bus. Joe discussed practicality of smaller bus for in town field trips as for our new specialized classes such as Nature Kindergarten and Rec and Leadership. Estimate cost of brand new 24 passenger bus would be approximately \$50,000.00.*

*Discussion to have a transportation meeting on April 10 while the kindergarten Open house is on. Invite school families to meeting to discuss transportation options.*

*Make transportation a separate point in all further agendas*

## **6. New Business**

### **a. Liability insurance**

*Discussion of quote from Vegreville Insurance for liability insurance for the Foundation. Mike Webb from Vegreville insurance recommends \$2,000,000.00 with a premium of \$820.00*

*Motion to approve liability insurance of \$2,000,000.00 as per quote provided C.H.*

*Seconded W.C.*

*Carried*

### **b. ASCA Conference**

*Jen is not able to attend. Jamie would like to attend.*

*Motion to approve to send Jamie Hirsch to ASCA Conference up to \$650 C.H*

*Seconded W.C*

*Carried*

### **c. Prizes for Spell-a-thon**

*Admin will come up with experience prizes for spell-a-thon 3 prizes in total*

## **7. Funding Request**

*Joe Kucy requested to have a new audio system for the gymnasium. He provided a quote from Digital Edge Media. They have provided audio visual systems for Elk Island Catholic and have competitive pricing and are the be all vendor for this product.*

*Joe explained that we will require some electrical work, conduit work prior to installation. He also hopes that the electrician can remove old equipment. He is hoping to find a local electrician to complete this work and estimates that will cost \$4000.00. He will contact electricians.*

*Ashley confirmed we do have the funds to support this project.*

*Motion to approve sound system as per quote provided with total spending up to \$36,000.00 W.C.*

*Seconded C.H*

*Carried*

## **8. Adjournment**

*7:00 pm*