

St. Martin's Catholic School Foundation

Meeting Minutes for October 28, 2013

Attendance: 12 parents were in attendance as per the sign-in register

1.) Meeting called to order at 6:05pm.

2.) Amendment/adoption of agenda

Motion: To adopt the agenda as per distribution

Moved by: S.B

Seconded by: C.H

CARRIED

3.) Amendment/adoption of the meeting minutes from September 30, 2013

Motion: To adopt the minutes as per email distribution

Moved by: S.P

Seconded by: C.V

CARRIED

4.) Treasurer's Report

Budget tabled until next meeting (November 25, 2013)

5.) Old Business

a.) Hot dog lunch days: L.S has not received a response to the letter that she sent to the "Hot Dog Ladies" inviting them to become a part of the St. Martin's Catholic School Foundation. She will confirm with them that they received the letter.

b.) Babysitting for meetings: Arrangements have been made for high school students from St. Mary's to watch children brought to the Foundation and SAC meetings. This childcare is offered at no cost, the students are able to use the time as volunteer hours for some of their courses.

6.) New Business

a.) Freezer request: N.S requested that the Foundation consider the purchase of a freezer to be placed in the staffroom for use by the Hot Lunch Ladies. She reported that the freezer currently located in the staffroom is utilized by staff, so more space is required. The earlier lunch bell instituted this year has made it difficult to serve the hot lunch meals on time. A new freezer would be utilized for storage of premade meals making serving on hot lunch days more efficient. A comparison of prices from local freezer suppliers was provided and discussed. Motion: To purchase a 10.6 cubic foot freezer from the Vegreville Brick at a cost of \$329.00.

Moved by: S.P

Seconded by: W.C

CARRIED

b.) Hardship cases: N.S reported that the number of hardship cases receiving free hot lunches has been steadily increasing. According to the policy in place, hardship cases should be determined by the principal. J.D was asked to come into the meeting and the policy was reviewed and discussion was held. A subcommittee was formed with volunteers N.S, L.F and L.S who will review the policy with J.D.

c.) Hot lunch prices: N.S reported that the cost of groceries has been steadily rising, the number of hardship cases has increased and children have been coming back for extra servings of meals. These factors have contributed to a decrease in profit from the hot lunch program. A suggestion was made to increase the cost of hot lunches. Discussion was held.

Motion: To increase the cost of hot lunches to \$4.50 per meal for the remainder of the school year. The hot lunch form will include a statement explaining that any overpayment for meals will be considered a donation to the hot lunch program.

Moved by: C.V

Seconded by: L.S

CARRIED

d.) Administration input: S.B reported that the principal has requested to become an associate member of the St. Martin's Catholic School Foundation as per the guidelines in the Foundation bylaws. Discussion was held.

Motion: To welcome J.D as an associate member of the St. Martin's Catholic School Foundation.

Moved by: C.H

Seconded by: S.B

CARRIED

e.) Committee Reports

a.) Harvest Ball: L.S reported that fewer donations have been received from businesses this year. The art projects completed by the students for the auction are fantastic. The volunteer list for the ball has been filled and ticket sales are going well.

b.) Fundraising: The deadline for LaMontagne has passed, however late orders are still coming in. Mixing Spoon will be distributed during the upcoming week with a return date before fall break.

c.) Kitchen Update: L.F met with administration to discuss the project. The current staff room space is being considered, possibly as a co-share with the staff. L.F will follow up with decision dates.

f.) iPad request: This item was tabled until the next meeting (November 25, 2013) when the profit from the Harvest Ball will be known.

7.) Meeting adjourned at 7:10pm.