

EPC School Council Fundraising Society Minutes

November 5th, 2018 @ 5:30 pm Room 109F

Attendance: Carmen Jensen Tebb, Marilyn Holt, Irene Fitzsimmons, Duane Fitzsimmons, Greg Crosland, Alma Swan, Carrie Patry, Jamie Dreger

Arrived at 6:32 pm: Amy Clement, Jennifer Eastman

Administration: Sean Morrison, Brenna Liddell

1. **Call to Order:** Meeting called to order @ 5:32 pm.
2. **Approval of Agenda: No Quorum.** General agreement by the group.
3. **Approval of May 7th, 2018 Minutes:** Tabled – No Quorum
 - a) Review of AGM Minutes – September 10, 2018
No additions or deletions to minutes. AGM minutes will be presented at September 2019 AGM for approval.
4. **Reports:**
 - a) **Treasurer Report** – Treasurer not present.
 - i. **Boards Insurance**
Invoice from Aspen View School Division for Annual Insurance for \$475.73.
Paid October 31st, 2018 from the Casino Account.
 - ii. **Items purchase with Casino Money**
Statement of Purchased items reviewed with Des Nolan. All items accounted for in the transfer from the old EPC to the new EPC. Items that are expired and can no longer be used are marked. The Sports Tower/Concession remains to be either moved or sold. Marilyn will follow up with Des.
 - b) **Casino Chair Report** - Casino chair not present.
A Casino volunteer request has been posted to the Predator Preview and will be sent out in a school wide email. So far, we have 3 volunteers for the first shift.
 - i. Casino Volunteer Remuneration Form – mileage
In the past the mileage was set at a flat rate of \$312. Suggestion to consider using the 2018 Federal Government set rate of 50¢/km. Tabled.
 - c) **Raffle Chair Report**
Still need a person to fill the position. Tabled.
 - d) **EPC Administration Request for Funds (presented by Sean Morrison)**
EPC Admin, Aspen View Division office and EPC Fundraising President met to discuss the school's priorities. See attached letter.
Top priorities are
 - 1) \$10,000 for the bus gasoline fund
 - 2) Monies for the construction of our school track

i. Overview of Fuel Use (presented by Sean Morrison)

See attached Annual Field Trip Report Form from 2017-18 school year.

General Discussion of funding for School Priorities:

Construction of School Track

- i. Request to amend the use of proceeds was submitted to AGLC in consideration to financially support the construction of the running track. We have received verbal approval from AGLC. A formal amendment will follow.
- ii. Carmen has email from Amber Oko, Division Treasurer with the final cost to complete the construction of the track. (See attached).
- iii. Timeline between Casinos is now approx. 24-27 months.
- iv. Casino account must maintain a minimum account balance of \$12,000 for Casino expenses.
- v. Additional Grants – investigate further if we qualify for additional grants. Carmen has looked into this. A suggestion was presented to ask about grants from local companies/committees such as Alpac and Ionic Lodge. Brenna and Alma to follow-up.
- vi. Question: How many students will benefit from the track? Answer: All students in Phys Ed classes.
- vii. Discussion regarding the two identified funding priorities was held and clarification requested regarding the commitment currently made by the Society to date and how future commitments will be determined. More information will be brought back to the January meeting for further discussion by the membership.

Fuel Funding for \$10,000 (6:35 pm)

Quorum met.

- i. Motion to fund \$10,000 for the Fuel Fund:
Motioned by: Irene Fitzsimmons Seconded by: Greg Crosland Carried: All

5. Old Business

a) Registration of Bylaws – update

Marilyn reported that the bylaws were sent to Service Alberta via Purolator on September 12th. Received on September 14th. Receipt to be submitted to the Treasurer for reimbursement.

b) Signing Authority – update

Tabled.

c) Fundraising Society Forms

- i. Procedure for Requesting Funds
 - ii. Procedure for Requesting AGLC Raffle Licence
 - iii. Society Information Sheet
- Tabled.

6. New Business:

None

7. Meeting adjourned @ 6:38 pm.

Next meeting will be on January 7th, 2019 at 5:30pm in Room 109F

REVISED to Monday, January 14th, 2019 at 5:30 pm in Room 109F

Request made by Administration via email to the Council and Society Chairs, December 10th. Agreed.