

John Muir Parent Advisory Committee
Meeting Minutes
September 19, 2016

Attendance: Teminey B., Wendy J., James P., Chantelle C., Alex L., Tanya H., Tess V., Danielle P.S., Aimee S., Sarina A., Krista M.

Meeting called to order: 5:47pm

Minutes from Previous Meeting: *Alex L. motioned to pass, James P. seconded, all parties in favour, motion carried*

President/Vice-President: Chantelle C. (interim)

- Elections for president and vice-president - *Aimee S. motions for Chantelle C. to remain as President, Alex L. to come on board as Vice-President. Danielle P.S. seconded, all parties in favour, motion carried .*
- Chantelle C. presented the necessity for an executive position and line in the agenda for Garden Liaison. *Tanya H. motions to add "Garden Liaison" as a line in the agenda, as well as an executive position. Danielle P.S. seconded. All parties in favour, motion carried.*

Treasurer: Danielle P.S.

- As per report; clarification on the Gaming Account from Sarina A. is that the balance is remaining due to bank fees and additional amount that the Gaming Branch had given towards the end of last year.
- SDL rounded up our metal bin fundraiser (from April 2016) to \$1000
- Teachers have been encouraged to spend their classroom and field trip funds
- PayPal Fees reviewed – currently they're at 2.9% + \$0.30, an expense that will be passed on to parents; this may be a barrier to parents. PAC members agreed to keep cheques as an option for parents, and to cover PayPal fees for parent donations (not purchases).
- A Gmail account (jmpac.treasurer@gmail.com) was started to handle the additional email traffic due to the use of Paypal, leaving the pac.johnmuir@gmail.com for general inquiries/communications.
- Due to new elections/positions, Alex L. (fully, Alex Long) will be added to the PAC bank accounts as a signing authority. Additionally, the accounts' mailing addresses will be changed to Danielle P.S.'s address at 2236 Tara Place, Sooke B.C. V9Z-0H6.

Food Days: Trudy B.

- Trudy B. will remain on board as Food Days Coordinator – Thank you!
- Request to use funds refunded from last year's Noodle Box Food day to purchase equipment used for in-house food days:
 - Lagostina padova cookware set
 - Potato masher
 - Knife block set
 - Rolling pin
 - Buffet warmer
 - Casserole dish
 - Can opener
 - 4 sided cheese grater
 - Vegetable peeler
 - Faber ware 28 piece set (all utensils and measuring cup etc)
 - Bakeware set (cookie sheet)
 - Crock pot
 - Ice cream scoop
 - Mixing bowls
- 2 buffet warmers recommended, large pots rather than a pot set (suggestion to check locally with Home Hardware as they may offer it at cost), and knives. Remaining items to be checked against current inventory in the school, and potential donations of supplies. *Danielle P.S. motions to supply up to \$200 plus the cost of 2 buffet warmers (currently at \$24.99 each) for kitchen equipment, Krista seconded, all parties in favour, motion carried.*

Fundraising: PAC Executive

- Save Around Coupon books have gone out already, the deadline has been set at October 13th
- Purdy's and Pointsettia fundraisers will go out the week before Save Around closes, and will close November 2nd; 2 delivery dates planned, as businesses requested an earlier delivery, but personal requests have preferred the later delivery
- Beer and Burger night in April
- If by mid-October the feedback on the fundraising request doesn't receive good feedback we will discuss more fundraising options.
- Discussion raised regarding the possibility of a continuous bottle drive rather than individual dates, using Alpine, or keeping a running donation option at the Sooke Bottle Depot for the school; **Action:** Alex L. will look into this

Emergency Preparedness: Teminey B./Wendy J.

- Supplies were left in good order last year, should be inventoried and reassessed this year.
- Recommendation made to contact previous Emergency Preparedness coordinator for recommendations/supply lists.
- Possibility of offering an Emergency Preparedness evening to parents raised

Principal/Vice-Principal: Tess V./Gord J.

- Thank you from teachers
- Grant received for "Artist in the Classroom" for Grade 4s and 5s; PAC had previously motioned to support the project with \$1000 last year, but request is now for \$1218. *Tanya H. motioned to raise the PAC portion to \$1218 from \$1000, going towards the Artist in the Classroom project, Alex L. seconded, all parties in favour, motion carried.*

Garden Liaison: Krista M.

- Thanks to all the parents who helped keep the garden going over the summer; 2 really big donations were made to the Sooke Food bank were made out of the garden's produce.
- Pictures posted on the board in the school; and hopefully photos will be posted to Facebook and the school website soon.
- Lots of ideas and plans for the future of the garden.
- Students have been enjoying sampling many of the vegetables from the garden in various recipes – kale chips, salad, squash soup and more!
- Checking that Garden fundraisers won't clash with PAC fundraisers; calendars compared – currently planned Garden fundraisers include catalogues for Vesey's (fall bulbs ending October 13th), Christmas wreaths in December if enough volunteers can be found, and Westcoast Seeds in January, Foundation Organics (soil/compost) again, and a spring Vesey's fundraiser as well.
- As garden maintenance needs come up a request will be put out to parents

Old Business:

- Funds are still earmarked for picnic tables, and a playhouse, Tess V. is running into some difficulty with these projects but is still working on it.

New Business:

- Discussion regarding Facebook page and whether PAC should be moderating it; **Action:** Alex L. will be added to the Facebook page and will take on moderating the Facebook page.

Next Meeting: October 17th at 6pm

Meeting Adjourned: 7:03pm