



Fundraising Society Minutes

Date	December 14, 2011
In Attendance	Jenn, Janet, Kathy, Lindsay, Amanda and Deb

General Business

Start Time	6:04
Approval of Agenda	<ul style="list-style-type: none"> • Additions – none • Approved by Deb Seconded by Lindsay
Minutes	<ul style="list-style-type: none"> • Errors/Omissions - none • Approved by Lindsay Seconded by Janet
Statement of Accounts	<ul style="list-style-type: none"> • Hot Lunch Account - \$6195.99 with outstanding bills to come out. • Fundraising Account - \$13,535.73, with outstanding bill to come out.

Business Items

Hot Lunch	<ul style="list-style-type: none"> • No Subway until Feb. 1 because of their schedule. • Been having some issues with chocolate milk orders, have been short over 100 milks twice. • Have offered substitutes with white or reduced sugar chocolate milk. • Janet will add a note in regards to NSF Fees being \$10 as per the Fundraising society policy.
School Store	<ul style="list-style-type: none"> • Orders are being processed at Ranchland Embroidery. • There was a fair response for our first order.
Guidelines	<ul style="list-style-type: none"> • Review procedures: Cost of NSF cheque plus NSF fee of \$10 will be charged to the user Role descriptions for chair, secretary and treasurer

Fundraising Efforts

Magazine Sales	<ul style="list-style-type: none"> • Ice Cream and cones has been donated by Sobey's, Totem and Shop Easy • Ice Cream day will be December 20 after the dress rehearsal for grades 1-7, Kindergarten will be Dec. 21. • Deb will send out thank you notes. • Jenn will follow up with Leanne at CCRP about the outstanding payments for any magazines purchased on-line and the \$180 credit for prizes.
Cookie Sales	<ul style="list-style-type: none"> • Profit \$5396.36!!! • Delivery is still being sorted out.
Family Dance & photos	<ul style="list-style-type: none"> • Table until Spring
Water Vending Machines	<ul style="list-style-type: none"> • We have a new machine, being used a lot, and it works well. • Juice seems to sell faster than the water • profit will be approx. 40% • Costs are Juice \$0.90 including deposit & tax, water \$0.85 including deposit & tax. • Deb is happy to keep things running.
Chocolate sales	<ul style="list-style-type: none"> • We will have orders in March and we'll have them ready for Easter
Fundscrip	<ul style="list-style-type: none"> • We started this just this month. • Orders will be collected by tomorrow • Lindsay is dealing with all the set up and contact with the company. • This is going to grow and grow with time and recognition. • We need to decide how often we will close the orders. Orders are not processed until the order is closed. • Lindsay made a motion that we make the closing date to be the first and third Wednesday of

	<p>each month. Seconded by Amanda.</p> <ul style="list-style-type: none"> • We will need to be diligent with keeping the date updated on the website. • Fundscrip will only send a cheque if there is a balance owing to us of more than \$50. • We will encourage people to go online to make their orders. • Gift cards are able to be returned if there are any problems. • The gift cards will not be handed out until the cheques have cleared, so we know if there are any NSF cheques. • Send a reminder out in January, we will supply the online code and the paper order.
Other business	<ul style="list-style-type: none"> • Jenn made a motion that we pay the school back any outstanding approved expenses when final costs are in. Seconded by Lindsay.
Supporting School	
Swim to Survive	<ul style="list-style-type: none"> • tabled
Gr 4-6 Swimming	<ul style="list-style-type: none"> • tabled
Items to Put on the Website	
Website Items	<ul style="list-style-type: none"> • Fundscrip online order information and deadline dates. • Update field trip requests with actual amounts, and submit to Lindsay for payment.
Adjournment	
Next Meeting	January 17, 2012 at 5:45 p.m. before Parent Council.
Adjournment	<ul style="list-style-type: none"> • Adjourned by Amanda Time – 7:00 p.m.