

IRC Family Council Meeting Minutes

Wednesday, October 4, 2023

7:30 – 8:30 pm

Members present: Tyron Breytenbach, Danielle Cameron (Co-Chair), Tara Doolan (Secretary), Christine Gresham (Co-Chair), Emma Michielsen (Treasurer), Fatma Toufexief, Laura Wilson, Sonya Kim

Members absent: Jenna Niven, Courtney Starr

1. Welcome and Land Acknowledgment (7:30-7:40)

- Council began with introductions of new members.
- Ms. Kim provided the land acknowledgement.

2. Report on Funds (Emma) (7:40-7:55)

- The IRC Family Council bank account balance = \$23,546.38
- Dance-a-thon revenue = \$3,797
- Total Revenue - \$27,343.38
- Council discussed a question regarding cost centres. In the case of a straight donation, the donation is allocated to a certain cost centre. If the donor gets something in return then it is not considered a straight donation, and extra revenues go into our bank account. Council is unsure whether cost centres are organized by event or by designation of funds. We will follow up and try to get a better understanding of how cost centres work.
- Council discussed unapproved proposed expenditures:
 - Pizza day upfront costs - \$5,000
 - Classroom allocation - \$3,000
 - Grade 6 grad - \$750 (consistent with last year)
 - Library books - \$640
 - Misc. - \$=1000
- While there are considerable up-front costs for Pizza Day, it also generates revenue. There is still some uncertainty on the amount of revenue generated from Pizza Day last year.
- Council discussed classroom allocations. Teachers make purchases and submit receipts to Ms. Kim, who also ensures expenses are for items that can be purchased by Council.
- Council discussed current account balance and projected revenues from the year, including a question as to how much Council expects to spend this year vs. how much will be saved as a float or discretionary fund. No decisions made on amounts to be spent this year yet.

3. Fundraiser Ideas for This Year (7:55-8:30)

- Curriculum Night
 - Council discussed logistics for the upcoming Curriculum night fundraiser. Danielle will lead this event, Tara will lead Bake Sale. Council discussed supplies needed (plates, napkins, tables, coolers, trays), and email communications to parents about event. **ACTION ITEM** - Christine to prepare a flyer re: Family Council. Suggestion to ask people to provide email address to be put on a list of volunteers.
 - Council also discussed whether we would have an IRC staff rep on Family Council this year (Ms. Kim to canvas staff) and a Gr. 6 rep. **ACTION ITEM** - Christine to contact Ms. Silva about coming in to speak to class about the role of Gr. 6 rep.
 - Council also discussed having parent reps from each classroom. **ACTION ITEM** - Laura to find out more about the role of parent reps in prior years' Family Councils.
- Halloween Dance-a-Thon
 - Council is supportive of moving forward with this event. Fun, easy event that raises a good amount of money.
 - Council discussed logistics of event, including whether it should be held indoors vs. outdoors. Students have the option of being in costume.
 - **ACTION ITEM** – Emma to reach out to Benjamin (parent who served as DJ in past) and to Harvey's dad.

4. Principal's Report

No Principal's Report was provided as Ms. Kim provided an update last week at the Sept. 28th meeting.

Meeting adjourned at 8:30 p.m.