



CubbersFundraising@gmail.com

	November 18, 2024					
Item						
	Attendees	Executive: Michelle Jensen (President), April Miskie (Vice-President), Nicole Brusdeilins (Secretary), Angela Willis (Treasurer) In person: Ashley Buchanan, April Miskie, Paula Fortin, Rachel Reid, Tiffany Friesen Virtual: Brooke Horrocks, Angela Willis				
1.	Call to Order at 7:33pn	n				
2.	Welcome and Introduc	ne and Introductions				
	Agenda					
3.	Review and Approval c	of the October Minutes April approves				
4.	Review & Approval of the Agenda		April approves			
	Reports	Reports				
5.	Financial Report	 ATB Account Balance \$1,259.00 Michelle spoke to Credit Union today - Current Credit Union account balances - Around \$25,000.00 in account after cheques for birthday books and classroom enhancement cleared. Update on Yearbook account outstanding - owes \$750. Linda is asking Lifemark about the total. They haven't gotten back to her yet. 			birthday	
6.	Old Business		Details	Tasks	Assigned To	
	A. Society Status Update	Status confirmed - Incorporated Society Status		Awaiting notarized copy of Certificate of Incorporation		
	B. Criminal Recor Giveaway	d Check	Draw on Nov 25th Lots of entries received	Send entries to Michelle for draw	Rachel	
	C. Classroom Audio System		purchase and submit Cubbers for ment.	Submit receipts to Cubbers for reimbursement.	Paula	

	ters to	-April donated books	-Circulate photo of donation	-Michelle
Ass for	sociation French	-School will purchase books through book fair.	-Purchase books	-Librarian
Вос	oks	-Library has received funds for new French Books from Division to new request letters to French Association indicated at this time	-Donation jar for parents to donate change from bookfair	-Rachel
	acher shlist	Will be updated with new information from Rachel	Update Google doc	Paula / Rachel
	omote bbers	Ask school to promote Cubbers facebook and website pages	Send information to Linda	Michelle
	usic Room ndraiser	-profit aprox \$3,700 -Nicole purchased some items (\$2,200)	Nicole to take photos of new purchased with students for distribution	Nicole and Michelle
H. Birt Boo Fur	· · · · · · · · · · · · · · · · · · ·	-profit aprox \$1,200 -private donor offered to cover shortfall of \$800 (donation)	-Find out if donor willing to be publicly named - Distribute public thank you on social media	Rachel - find out if donor willing to be named / photo Michelle - produce social media graphics
7. New Busine	ess	Details	Tasks	Assigned To
	w Bank count	-At ATB -\$1,259.00 Deposit of cash from Mom's Pantry orders -No cheques purchased yet	-April needs to go sign on account - Awaiting online banking info -Explore cheque costs	-April -Angela -Angela
B. Soc	ciety urance	Historical insurance information from old PPE sent to Angela to follow up on	-bring insurance costs to next meeting	-Angela
C. AG	LC plication	Nicole motions to apply for AGLC account, April seconds, motion passed	Michelle & Angela to sign and submit virtually.	Michelle and Angela

	D. Letter of Direction	-Michelle spoke to Credit Union today - requires Letter of Direction signed by Michelle, April, and Debra Goodheart to move funds. -Once everything is approved, Credit Union will give a cheque to	Letter signed by Michelle and April. Leave letter at school for Debra to sign. Michelle to provide to bank.	Michelle		
		the school and School will donate the money back to us.				
9.	Standing Business	Details	Tasks	Assigned To		
	A. Current Fundraise	rs				
	a. Mom's Pantry	- profit (\$3758) - delivery date (Mon Nov 25) - volunteers needed	- Circulate sign up forms online	- Michelle		
	b. Growing Smiles	- profit (\$1179) - delivery date (Thurs Nov 28) - volunteers needed	- Circulate sign up forms online	- Michelle		
	B. Future Fundraisers					
	a. Silent Auction 2025	-Send out an info letter about this to get donations.- Early marketing, getting donors,	- Draft donor letters	- Michelle		
		tax receipt.				
	a. Kernel's Popcorn	found the website, but not much information	-find out more information	-April		
	b. School Apparel	-Currently using Cold Lake company -Cubbers could do their own print on demand with dropshipping	- Bring costing sheet for print on demand to next meeting	-Michelle		
	c. More Fundraisers	Explore other fundraisers	Bring information to next meeting	-Ashley		
	C. Cubbers Budget Worksheet					
	Reviewed - we	are ahead of our fundraising goals at th	nis time.			
	D. Communications	D. Communications				
	A. Ideas to increase engagement	- Increase social media reach	Ask Linda to share social media info	-Michelle		
		- Physical Presence at Parent Teacher Interviews / Book Fair	- Have physical volunteering sign up sheets	-Michelle		
		-School Council / Cubbers Fundraising Information Table	-Ashley at table on Wednesday Evening			

		Details	Tasks	Assigned to
12.	Round table & Questions	Christmas Concert conflicts with next meeting date on Dec 16th.	December Cubbers Meeting changed.	
14.	Next meeting:	December 9, 2024 at 7:30pm		
15.	Adjourned at 8:24pm			

