

CUBBERS

FUNDRAISING ASSOCIATION

CubbersFundraising@gmail.com



In Person at ENDE in the staff room OR To join the meeting via Google Meet Login <https://meet.google.com/bgx-skvc-knz>

	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 7:33pm			
2.	Welcome and Introductions			
	Agenda			
3.	Review and Approval of the October Minutes		April approves	
4.	Review & Approval of the Agenda		April approves	
	Reports			
5.	Financial Report	1. ATB Account Balance \$1,259.00 2. 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. 3. Update on Yearbook account outstanding - owes \$750. a. Linda is asking Lifemark about the total. They haven't gotten back to her yet.		
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 Record Check Giveaway	Draw on Nov 25th Lots of entries received	Send entries to Michelle for draw	Rachel
	C. Classroom Audio System	School will purchase and submit receipts to Cubbers for reimbursement.	Submit receipts to Cubbers for reimbursement.	Paula

	D. Letters to French Association for French Books	-April donated books -School will purchase books through book fair. -Library has received funds for new French Books from Division to new request letters to French Association indicated at this time	-Circulate photo of donation -Purchase books -Donation jar for parents to donate change from bookfair	-Michelle -Librarian -Rachel
	E. Teacher wishlist	Will be updated with new information from Rachel	Update Google doc	Paula / Rachel
	F. Promote Cubbers	Ask school to promote Cubbers facebook and website pages	Send information to Linda	Michelle
	G. Music Room Fundraiser	-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. Birthday Books Fundraiser	-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
<u>7.</u>	New Business	Details	Tasks	Assigned To
	A. New Bank Account	-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. Society Insurance	Historical insurance information from old PPE sent to Angela to follow up on	-bring insurance costs to next meeting	-Angela
	C. AGLC Application	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 the school and School will donate the money back to us.	Letter signed by Michelle and April. Leave letter at school for Debra to sign. Michelle to provide to bank.	Michelle
9.	Standing Business	Details	Tasks	Assigned To
	A. Current Fundraisers			
	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, tax receipt.	- Draft donor letters	- Michelle
	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 this time.			
	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 -School Council / Cubbers Fundraising Information Table	- Have physical volunteering sign up sheets -Ashley at table on Wednesday Evening	-Michelle

		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			