

ACES Meeting Minutes September 26th, 2024, Virtual Meeting, 7:30pm

In Attendance:

Item	Topic	Discussion /Action	Follow Up By Who/ When
1	Call to order 7:35 pm		
2	Approve Agenda	Motioned by Kyle Henderson Seconded by Jenny Spurr	
3	Approval of Minutes from June 2024	Motioned by Pam Higgins Seconded by Kyle Henderson	
4	Outdoor furniture	Outdoor furniture request from Annabel/Jody: Roddy motioned to approve \$3000 for outdoor furniture in addition to any funds remaining from donation from last school year.. Maja seconded it. All in favor. no one opposed. Pam wondered if wooden ones from large deck could be used and new plastic ones stay on wooden deck as it is not covered (hence more wear and tear).	Jenny to ask OT colleagues about furniture that might be appropriate. To ask Annabel if someone at CRPS can look into it. Roddy to ask CRPS if funds left over from 2023 donation after all library expenses were paid. Anyone to send Jenny info about tables.
5	Casino	Roddy reports there will be more info in November Casino will be in April to June A lot of volunteers will be needed.	Board to tell parents to expect requests for volunteering at Casino. Roddy to share information with the board as it becomes available.
6	MOU	In progress. President/Vice president had hirst Meeting with CRPS in June President/vicepresident/secretary edited the original MOU. Friday September 27th, meeting with Annabel and Jody to review edits.	Roddy to arrange next meeting with CRPS.
7	Treasurer Report	Reviewed profit and loss document from book keeper with board.	Exec budget meeting to be scheduled within the next few weeks.
8	Emails	Emails expectations everyone check at least once a week	Secretary send out agenda each month prior to meeting and minutes after the meeting.

			<p>Everyone read them, email secretary for changes</p> <p>All board members complete and to read monthly reports prior to meeting</p> <p>All board members to check email minimal once a week.</p>
9	Social media	Pam is posting photos as she takes them. Will post about events as they draw nearer.	<p>Pam and Maureen to meet about Instagram password</p> <p>Pam to create posts around the purpose and history of different events (ex. Martinmas)</p>
10	Board positions	<p>President Roddy Ward for second term. Motioned by Janelle. Seconded Jenny McNab</p> <p>Director at Large Pam Higgin for second term. Motioned by Roddy. Seconded by Jenny McNab</p> <p>Fundraiser Jenny Spurr to start first term. Motioned by Roddy Ward. Seconded by Janelle</p> <p>All in favor. None opposed.</p>	
	Website	<p>President talked about needing to look at our marketing, social media, website</p> <p>Parent asked about a Parent - Child group being started. Original ECP cancelled due to financials. There are also challenges with space. Forest Play was considered the feeder program for Alpenglow.</p>	<p>Eva willing to help with marketing.</p> <p>Eva and Roddy and Maja to meet.</p> <p>Explore: why people come to Alpenglow, why people leave Alpenglow,, why people choose other schools other Alpenglow(what are the competing priorities)</p> <p>Potentially work with Forest Play, daycares/preschools, Early Years Fair. Committee to explore these and other options.</p> <p>Further discussions around marketing, website and social media following committee exploring above topics.</p>
	Martinmas	<p>Parent asked about Advent Spiral. Discussed. ACES did not have capacity to organize the past few years. Query low attendance in the past.</p> <p>Martinmas is on November 13th, 2024</p>	<p>Tangle to organize Martinmas. Caroline to help.</p> <p>Tangle/Maureen to coordinate with Chandi.</p> <p>Jenny to email Tangle the Martinmas document from 2024.</p>
	Parent Volunteer	<p>Historically at Alpenglow it was clear how many hours were required Annabel to put blurb about volunteering in weekly Acorn</p> <p>20 hours for one child, 30 hours per family historically.</p> <p>Expected to do this many hours. Examples how use hours.</p> <p>The number of volunteers teachers need has increased with the required change in ratio.</p>	<p>Maureen to include a list of examples of how can volunteer, number of hours requested per student per year, sense of community it builds in next quarterly newsletter</p> <p>Could ACES put a print out in student backpacks if people do not read emails?</p> <p>Can teachers put a blurb about volunteering in their weekly email?</p>
	Admin Assistant	<p>Maureen has photos from Krista Hahn. Positive feedback from two ACES volunteers from day of photos</p>	<p>Maureen to send photos to parents individually.</p>

		Discussion around cost of photos and how to word email to parents.	Email to explain the increase in cost from last year is to both cover cost of professional photographer and to provide fundraiser to ACES.
11	Meeting dates	Typically meeting will be the 3rd Thursday of the month at 7:30. December, Feb, April and June are expectations. Oct 17th at 7:30 Nov 21st No meeting December January 16th February 13th March 20th May 1st May 22nd AGM June 12th	3rd week of January and 2nd week of June in person meetings All other full board meetings are virtual.
	Meeting Adjournment 9:03 pm	Motioned by Janelle Seconded by Roddy	