



Champs Vallée Fundraising Society
cvfundraisingsociety@gmail.com
6002 – 30 Avenue
Beaumont, AB T4X 2C2

Minutes

Attendees: Renee Kadatz, Carrie Blumenthal, Amanda Krywko, Melissa Bender, Janine Woronuk, Patrick Gamache, Tamara Conn, Brendan Wyant, Emily MacLellan, JoAnn Howland, Alanna Clark, Tara Langlois, Dana Pearson
October 16, 2023 6:30pm

1. Call to Order 6:30 pm
2. Approval of Agenda. Motion to approve by Carrie, 2nd by Amanda. All in favor, carried.
3. Approval of [September Meeting Minutes. Motion to approve by Carrie, 2nd by Amanda.](#)
[All in favor, carried.](#)
4. Election of 2023/2024 Fundraising Society Executive Vacant positions
 - a. President - Carrie Blumenthal nominated, Renee 2nd nomination. All in favor, carried.
 - b. Treasurer - Tamara Conn nominated, 2nd by JoAnn. All in favor, carried.
5. Treasurer's Report
 - a. [2022/2023 Year End – see reports presented by JoAnn.](#)
 - i. Audit has been carried out and will be sent out in the next few days.
 - ii. Carrie motions to approve Treasurer's Year End report, 2nd by Amanda.
All in favor, carried.
 - b. September Report – will be presented in November with October report.
 - c. [Fundraising Totals – see report presented.](#) Reviewing the fundraising initiatives: Movie nights need to be reviewed to maximize revenue while being weighed against effort. Melissa suggests a movie vote, Carrie suggests working it around holidays (St. Patrick's Day) and making it more of an event.
 - d. NEW-Online Expense Report – JoAnn has created an online form to submit expenses. Receipts can be uploaded in the form but need to be kept on hand until further notice. Under Tech Soup, new treasurer will need a subscription for Adobe (Patrick will check if CVFS can get the Black Gold discount). G-Suite is an option that we will research further. **** Carrie will check to see if original receipts are needed for annual return or if scanned copies can be used.****

6. Hot Lunch Report – Alanna has closed the portal to not have people signing up every week. She is also buying stock in a way that most purchases will be made at the beginning of the month (except for fresh goods), to keep receipts more organized and reduce Alanna having to carry the costs for most of the month. Extra volunteers have been welcome and easing the process of the Hot Lunch Day. Over 300 orders have been received. Hot Lunch will be switching back to vendor based Hot Lunch Days (except Hot Dog Days) to prevent volunteer burnout. Alanna will re-evaluate for January.
 - a. Grade 6 Milk program – Mme. McCallion would like to run this program this school year to raise funds for the Quebec Trip. Mme. McCallion has asked to use the Hot Lunch Portal. There was discussion on the Grade 6 class paying a “fee” to use the portal for Milk Monday. CVFS has concerns regarding the separation of Milk Monday income from Hot Lunch Orders, along with payout from PayPal. It would be a lot of work for the treasurer to separate it all out. Using Power School is a different option and can be sent out to the whole school. A vote was taken to see where the group stood on the subject and the majority are in favor of keeping Milk Monday separate from the Hot Lunch Portal.
 - b. Melissa brought in a concern about having people order monthly vs over a longer term. It was a system that did not work well last year (Alanna was chasing people for money on a monthly effort). Hot lunch has returned to a multi-month system to ease these problems.
7. Outdoor Classroom Report-snow removal plan – Amanda is wondering who is responsible for the snow/maintenance over the winter. Patrick suggests using classes to take on the responsibility of cleaning the Outdoor Classroom. There is no obligation to have the Outdoor Classroom cleared.
8. Old Business
 - a. Volleyball Tournament Concession - \$70
 - b. Sept Movie Night Canceled
 - i. Reschedule new date – will discuss in future meetings. (Valentine’s Day, Family Day, St. Patrick’s Day)
 - ii. Creating clear wording for admission requirements on movie nights is needed.
9. New Business
 - a. Voyageur School Clothing

- i. Black & Whyte Donated \$80 worth of garments and then highly discounted an order of their extra inventory. Carrie paid for the order so there is no risk to CVFS.
 - ii. Clothing for sale is limited on styles and sizing. Sweaters and hoodies for \$30 and T-shirts for \$15.
 - iii. Max profit is \$1120 if everything is sold at full price.
 - b. Review [Fundraising schedule](#) for the year – see report presented.
 - i. Renee will investigate Creekside baskets for the spring.
 - ii. CVFS has \$60 000 to date and will need a total of \$87 000 for the overhead structure. Goal is to raise \$27 000 for the spring.
 - iii. Carrie will get pricing for t-shirts for Voyageur wear. She will also approach the City of Beaumont regarding a second \$10 000 grant for phase 2.
10. Set next meeting date.
- a. November 20, 2023, 6:30pm
- 11.** Adjournment 7:34 pm.