

St. Mary's Academy Parent Guild Minutes
October 5, 2010

Present:

Jeff Smith	Yvonne Myal	Kathleen Reid	Sharon Godenir
Angie Lindsay	Jackie MacFarlane	Jean Sigfusson	Fran Mulhall
Lorraine MacDonald	Leslie Finch	Sister Susan Wikeem	Nicola Guttormson
Sylvia Goodman	Bonnie Cadieux	Lorraine Kuzyk	Patty Ouellette
Olga Hutchinson Jones		Geenthanjalie Jayasingh	

- Meeting called to order at 7:10 p.m.
- Sister Susan gave a prayer to bless and open our meeting

Motion to accept the agenda – Sharon Godenir, second Jeff Smith, All in favor

Reviewed minutes of Sep 14/10

Motion to approve minutes – Jean Sigfusson, second Sylvia Goodman, All in favor

President circulated two thank you cards – one from Melissa Walkey for donation of funds toward expenses for Shad Valley and one from Chelsey Caldwell for scholarship donation for university tuition.

Treasurer's Report

- Treasurer presented Financial Report for the Period Jul 1 – Sep 30, 2010 (see attached)
- General account balance is \$19,735.16, Lottery account balance is \$1,088.63 = total of \$20,823.79
- Note – Corner Store is in a negative position because they have made purchases of stock to begin the school year
- Corner Store sent an email to the Parent Guild Executive requesting approval to purchase 24 yoga jackets (cost of \$40 each – total \$960) from H.D. Brown. Eleven of the 24 jackets have been pre-sold.
- Discussion regarding protocol for Corner Store requesting approval for purchasing items. While procedures still need to be in place for approvals, the Executive doesn't want to hamper or delay operation of the Corner Store.
- Decision to look at accountability and variances on a monthly basis, review in December and discuss further at Parent Guild Executive meeting
- Adjustments requested to Treasurer's Report
 - Lottery Account – move Bishop Printing \$509.60 to General Account
 - Corner Store – Cashflow of Operations - revise Candy Purchase from \$205.13 to \$253.03

Motion to accept Treasurer's report – Sylvia Goodman, second Yvonne Myal, All in favor

Corner Store

- See Corner Store report (attached)
- Corner Store would like to purchase 72 aluminum SMA water bottles at a purchase price of \$6.00-\$6.50 each for a total of approx \$550 (selling price of \$10 each)

Motion to approve purchase – Jean Sigfusson, second Leslie Finch, All in favor

- Motion to purchase 24 yoga jackets – total approx \$960

Motion to approve purchase – Jean Sigfusson, second Leslie Finch, All in favor

Uniform Shop

- Liz McCharles who does all the ordering for the Uniform Shop will be asked to forward a report even if she can't attend the Parent Guild meetings

Hospitality report

- The Parent Information Evening on Sep 22 was well attended and many new parent volunteers signed up
- Discussion surrounding the Christmas Party which will be held December 7th – location and food TBD; Kathleen Reid will forward email with additional information
- As in last year, an invitation will be sent to past Parent Guild members; please let Kathleen know any names so she can be sure to send the invitation

Motion for the Parent Guild to supply \$5 per person up to 50 people for the Christmas Party – Kathleen Reid, second Angie Lindsay, All in favor

Bingo Report

- No report

Board Liaison Report

- Suenita Maharaj-Sandu not able to attend the meeting, Sr. Susan provided update – first Board meeting was held (3rd Tuesday of each month) and primarily involved organization and setting of committees for the year
- Committees include Executive, Facility, Finance and Investment, Business Plan, etc

Volunteer Coordinator

- Judy Ashcroft provided volunteer forms that were then distributed to the various committees (Corner Store, Bingo, etc)
- Mass email to be sent to all parents requesting they complete the volunteer form and email back to Bonnie Cadieux
- Volunteer form was revised slightly to assist with administration/coordination; let Bonnie know if any additional revisions are required

Special Events

- International Day is scheduled for Sunday, November 7th
- Pavilion Convenor meeting held last week with 7-8 pavilion representatives – approx 13 pavilions this year – although we don't want to turn anyone away, space is a consideration
- Jeff and Shelley Smith are coordinating raffle tickets that were sent out by mail; a postcard will be sent home with students reminding them to sell and submit the tickets
- Winnipeg and St. Boniface Diocese will include note in their parish bulletins; Winnipeg Free Press and other media have been notified; notice on the reader board outside school; presentation at Parent Information Evening and another email will be sent out the week prior to the event
- Request from Phoning Committee Coordinator for more notice than previous years to call parents regarding raffle tickets that are not returned
- To reduce the numbers of cash boxes coupons will be available for purchase \$10 per book for food at the pavilions; cash will still be required for bake sale, silent auction etc
- Signage will be important so attendees know what coupons are for and how much food a book will purchase at each pavilion
- Floor plan still being developed but several tables for purchasing coupons will be available including outside the entrance prior to Mass

Director's Report (Sister Susan)

- Renovations update – new floor installed in art room - completed in two weeks
- Student activities – varsity volleyball is number 1 in league, grade 7 go to Camp Arnes next week, grade 8 have a day at Fort Whyte Centre, junior dance is coming up
- Seniors decided to have a movie night/BBQ as opposed to a senior dance; it was so successful they have asked for a second movie night
- Mother Marie Rose week - Jerry Goebel spoke to parents and students, mass on Wednesday at 8:30 all are welcome, Retrally on Thursday
- teachers had a professional development day last Friday - focus was on technology; SAG meeting at the end of this month
- Sister Susan provided her Wish List (see attached) - discussion:
 - Agendas is not part of Wish List since the Parent Guild were undecided last year as to funding the agendas and they had to be ordered
 - Some items were carried forward from last year since they had not yet been purchased (eg. pottery wheel)

**Motion for the Parent Guild to purchase agendas (\$5800) – Bonnie Cadieux,
second Lorraine Kuzyk, All in favor**

**Motion for the Parent Guild to purchase chairs and tables for library (\$4300)
– Sister Susan, second Leslie Finch, All in favor**

**Motion for the Parent Guild to purchase the remaining 2010-11 Project items
in the Wish List – Sister Susan, second Sharon Godenir, All in favor**

New Business

- Olga Hutchinson Jones - had questions on pre-SAT career counselling session on Oct 13th - Fran Mulhall to provide information to her

Next Meeting

- no meeting in November due to International Day; next meeting is the Christmas party on December 7th at 6:30

Motion to adjourn meeting at 8:45 – Sylvia Goodman

Jackie MacFarlane
Secretary