

**November 15, 2017**

**Ecole Lac des Bois PAC Meeting**

Amy Heise	Karen Moller	Melissa Steidle	Andrea Makowichuk
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**1. Welcome**

- a.) Call to order at 2:50pm
- b.) Adoption of agenda for Oct 18, 2017. Melissa Steidle motions, Andrea Makowichuk seconds. All in favour motion carried.
- c.) Motion to adopt minutes - Amy Heise motions, Andrea seconds. All in favour motion carried.

**2. Executive reports**

- a.) President- Amy Heise
  - Please remember to fill out the volunteer form and criminal record form if you plan on volunteering with the school. Please also remember to sign in/out at the office when you're in the school, this is for emergency preparedness reasons.
  - Please fill out Conduct for Volunteering with Ecole Lac des bois PAC.
  - At the moment the Executive is running at a skeleton crew so extra help will be needed!

b.) Vice President- Bonnie White - absent

c.) Secretary- Andrea Makowichuk – No report

d.) Treasurer- Deanna McLeod - absent

- Integris went through a major upgrade at the end of October and three transactions are not on our statement nor are they online. Two cheques written (one from each general and gaming) and one deposit (in general). I will follow up on this when I return next week. In the meantime, the bank accounts do not reconcile :(
- 5 grade 7 refund cheques have not been cashed, when I return, I will track them down!
- There was a totaling error on the budget in the gaming section. It didn't include the first line item of \$1,360. It showed a total of \$5,799 but really we passed a budget of \$7,159 for gaming.
- I am using the budgeting feature in Quicken, this may be a bit painful but if you compare the budget to the bank accounts, the available balances are there.
- Ask Mme Smith if she has had the contact with Maintenance regarding plants, kitchen and benches/picnic tables for new playground.
- Gaming reports will be submitted for the pub night once they complete their deposit and I get the pub night gaming duotang returned to me.

**Gaming**

-Lots going on!

-Grade 7 50/50 is active!

-Grade 7's also pulled 2 more gaming licences for their pub night. One for 50/50 and one for a multi prize raffle. These raffles are not reconciled yet.

## **Balances**

### **General**

- Budget remaining \$5671.17
- General account balance \$24,641.21
- Less budget and motions and Created by Kids (money in and out), a conservative estimated available balance \$7000

### **Gaming**

- Budget remaining \$6,361.00
- Gaming account balance \$9,576.76
- Given that the 3 active licences are not completed, this available balance is not reconciled but is estimated to be \$3,777.13

e.) DPAC Representative- Richard Park - not able to make DPAC meeting. Minutes from last meeting are on the DPAC website

### **3. Principal's report**

Principal not present - no report given

### **4. Old Business**

#### **a.) Fundraising**

i) Created by Kids - We don't know the amount that the school made. Volunteers are needed to help sort and distribute to divisions. We don't yet know the date orders will be in, but this will be relayed to parents soon!

ii) QSP - Order was received November 7th. Waiting on delivery confirmation date for the gift items and we will know the total raised by the new year.

iii) Colibri - Natsuko emailed for an update from Colibri and hasn't heard back yet.

iv) Purdys - Paper orders due November 29th, online November 30th. No late orders will be accepted this year to ensure we receive them on time! We will need volunteers to sort orders and help distribute. Email will be sent out to parents with dates volunteers are needed.

b.) Hot Lunch - Hot lunch is on November 22nd from Salted Cracker.

Meeting adjourned at 3:18pm