

FOGS

Meeting Minutes

Tuesday, September 21/21

7:00pm

In Attendance: Corey Haley, Aileen Peterson, Kaeli Weir, Jenn Gilbertson, Heidi Mapstone, Dayla Cochrane, Jody MacLeod, Chantale De Boer, Crystal VanderBurg

1) **Welcome and Introductions** at 7:23pm

2) **Additions, Changes and Approval of Agenda:**

Motion: Kaeli Second: Heidi

3) **Review and Approval of Minutes from May 18/21:**

Motion: Kaeli Second: Heidi

4) **President and Vice President Report:**

- a. Jenn presented the Casino fundraiser was a success. 16 Volunteers filled our volunteer requirements. Our earning total will be provided after the end of this quarter Sept 30/21. Christine Raw has stayed on a Casino Coordinator for the time being. Our next Casino will be in 2023.
- b. Executive positions are vacant. Jenn will be acting President and Fundraising Coordinator until someone volunteers for these positions.
- c. Registry changes must be done with every executive change/appointment to be in compliance with non-profit societies for Alberta Registeries. This also facilitates the annual return and bank account changes.
- d. Memberships from ASCA will need to be done. We will wait until after the election to see if we have council member changes if Kaeli will no longer be council chair. Jody has offered to help navigate this.

5) **Fundraising Report:**

- a. Jenn highlighted that Farm to School is underway. Deadline for orders is Sept 28/21 with delivery on Oct 5. A minimum \$800 order is required otherwise they will refund all orders to those payment methods received. We get 50% return from Farm to School.

b. Future Fundraisers include:

- i. Cotton Candy for Halloween/Spookapalooza- deadline Oct 15, for orders to arrive two weeks after. Jenn will oversee this for now.
- ii. Kiwi Nursery
- iii. Purdy's Campaigns for Christmas and Easter
- iv. Wilhawk Beef Jerky- Kristina Ruhland has agreed to oversee again in Spring 2022.
- v. Little Caesar's?
- vi. Value Village?

6) **Hot Lunch Coordinator:** Dayla- online ordering opened yesterday. Monthly ordering. Local vendors will be used and are booked for the entire year. Volunteers will be needed for Fridays to sort and distribute the bins. Pick up bins from the canteen by a student from each class. Hopefully the same parent can do an entire month. Jenn and Dayla will set up the room and write COVID/FOODSAFE procedures for parent volunteers. Dayla has a procedure for Millgrove already, so will adapt that for Greystone.

7) **Treasurer Report and Budget:** Heidi provided the preliminary budget for review prior to the meeting. Based off of the 2019/2020 budget. 2020/2021 budget wasn't ever completed formally. Insurance coverage seems to be quite high. Corey will investigate further whether coverage can be changed/reduced. Question: How long has FOGS been a society? FOGS has been in place for 10-12 years. FOGS was much larger when the school population was larger prior to boundary changes. Procedures are being discovered that were previously unknown.

8) **New Business:**

- a. Executive positions: Any volunteers willing to take on positions are welcome.
- b. Bank Account changes were made in September with Heidi and Jenn being added as signers for the account. Consideration of online banking to pay bills only?
- c. Auditors Appointment: require 2 auditors to audit the books three times a year (Dec, Apr, June). Must be non-signers for the bank account, so Jenn and Heidi are not eligible to fill these roles. Crystal VanderBurg has stepped forward to fill one auditor position.

9) **Next Meeting:** Tuesday, October 19/21 7:00pm

10) **Adjournment** at 8:00pm

