

**St Ann's Academy Parents' Association (SAPA)  
Meeting Minutes from June 13, 2017**

**Present:**

Lisa Anderson  
Christine Matuschewski  
Mike Simpson  
Heather Vohradsky

Sherry Sanderson  
Austin Williams  
Sarah Eshpeter  
Byron Green

Yohairy Checo  
Danielle Pilbeam

**1. Call to Order and Opening Prayer**

Christine called the meeting to order at 6:30PM.

**2. Adoption of agenda - m/s Danielle/Sherry. Carried.**

**3. Adoption of minutes - m/s Danielle/Heather. Carried.**

**4. Administration Report**

Byron reported verbally on recent or upcoming events: grade 5 trip to Barkerville; grade 7 trip to Sunnybrae; grade 7 concert; graduation ceremonies went well; and 50s dance tonight.

**5. Chair Report**

No formal report, Danielle and Christine reported that School Council approved the playground concept and are contributing \$10 000.

**6. Treasurer's report**

Bank statement, balance sheet and budget vs. actuals as at June 7, 2017 were shown on-screen.

**7. Old business**

*a) Stage refurbishment*

Yohairy completed a survey of purpose and desired future use of the space by engaging with athletics, choir and school admin and considering safety, with a wide variety of responses ranging from build a new gym, to take over the shop class. Yohairy will summarize the feedback received and share with SAPA executive and school administration.

**8. Correspondence - Thank you notes received from teachers and VP Leggett.**

**9. Funding Requests - Funding requests from teachers were compiled into a proposed budget for 2016/17. The budget was presented, reducing requests to approximately \$14 000; this was discussed at length, compared with other income sources not originally identified, and adjusted.**

Moved by Christine, seconded by Sarah to approve the following budget for 2017/18, subject to follow up with teachers to confirm whether the program/event can operate with the approved budget, and if not, to follow up with SAPA to revisit the budget as early as possible in the 2017/18 school year. Carried.

Current cash balance	39,000
Cash from operations	
Revenue - Bazaar, Fund, Spring Bazaar	24,000
Revenue - Non-Govt	19,600
<b>Total Cash</b>	<b>43,600</b>
Disbursements	
Fundraising	24,000
Playground	55,000
<b>Total Disbursements</b>	<b>79,000</b>

<b>Funding Request - Gaming Funds</b>	<b>Requested</b>	<b>Approved June 13th, 2017</b>
Rising Stars Year End Trip	\$700	\$473
Bake Club	\$700	\$473
Arts and Crafts Club	\$700	\$473
Lunchtime Intermural	\$300	\$270
Elementary Buddy Activities	\$250	\$225
Grade 7 Sunnybrae	\$1,200	\$810
Spring Into Reading	\$500	\$450
Writer's Club	\$150	\$135
Grade 6 Waterslides	\$600	\$405
High School Athletics	\$6,000	\$4,050
Youth Ministry and Retreats	\$2,000	800
Chess Club	\$200	\$180
Grade 5 Barkerville	\$1,800	\$1,215
Harper Mountain	\$1,000	\$900
Elementary Track and Tournament Set Ups	\$1,000	\$900
Dry Grad	\$1,000	\$900
Scholarships	\$1,000	\$1,000
Mathletics	\$1,000	\$0
Prince George Grade 7 Overnight Trip	\$1,000	\$0
Spring Music Field Trip HS	\$2,000	\$1,620
Staff Appreciation	\$1,200	\$0
spring raffle		\$3,000
Welcome Back BBQ & Ice Cream		\$300
<b>Total</b>	<b>\$24,300</b>	<b>\$18,578</b>

ACTION - Lisa will update the budget format to show income and expenses in categories separated by gaming and non-gaming for all SAPA funds.

## 10. New business

### a) *Fundraiser Activities for 2017/18*

The following was shown on screen as the proposed fundraising activities for 2017/18. Note that the \$35 000 line item ("funds available currently") is comprised of \$25 000 of current year SAPA funds allocated to the playground, and \$10 000 committed from School Council.

Adoption of fundraising plan for 2017/18 was moved by Christine, seconded by Sarah, carried.

Playground/Regular School Funding Fundraising Proposal 2017/2018

Engraved Paver	\$10,500.00	(150 pavers @ \$70 each)		
Davidson Orchards	\$1000.00			
Bazaar	\$5000.00			
Private Paint Night	\$1000.00			
Spring Raffle	\$13,000.00			
Corporate Sponsorship	\$15,000.00			
<b>TOTAL</b>	<b>\$45500.00</b>			
Funds Available Currently	\$35000.00			
<b>TOTAL</b>	<b>\$80500.00</b>	<b>(\$10,000 contingency - if this is not required it will go into the regular school budget items)</b>		
Grant	\$8000.00			
QSP	\$500.00			
Public Paint Nights x 2	\$1200.00			
Bowling	\$1000.00			
Coupon Books	\$600.00			
<b>TOTAL</b>	<b>\$11300.00</b>	<b>(plus potential \$10,000 from the playground contingency funds)</b>		

## 11. SAPA Committees

a) *Scholarship Committee - Austin Williams, Wendy Gardner chair, Rosie Worsfold, Bonnie, Paula Nolan, Carmen Sullivan*

Not discussed at meeting, but Wendy emailed the following results of the committee's deliberations on May 10, 2017:

- SAPA Trades and Technology Scholarship (\$250) - Theresa Mayhew
- SAPA Robin and Nora Cooper Service Scholarship (\$250) - Sydney DeMonte
- SAPA St Ann's Academy Athletics Scholarship (\$250) - Emily Bartle
- SAPA Rob Petersen Memorial Perseverance Scholarship (\$250) - Jack Seymour

b) *Bowling/Fall Event Committee - Christine Matuschewski chair, Christopher Savage, Danielle Pilbeam, Jennifer Harbaruk, Claire Sullivan, Geoffrey Otto*

No business to discuss.

c) *Spring Raffle - Danielle Pilbeam, Heather Vohradsky*

No business to discuss.

*d) Staff Appreciation - Heather Hegyi, Danielle Pilbeam, Sarah Eshpeter, Christopher Savage, Yohairy Checo, Jennifer Harburuk*

One more event to do this year. Proposed for 2017/18 is to upgrade the teachers lounge; Danielle has discussed with Shawn and he is supportive. Different options to consider; utilize non-gaming funds. This would be in lieu of food or birthday celebrations.

*e) School Fence Project Committee - Carmen Sullivan, Jennifer Harburuk, Peter Persad*  
No business to discuss.

*f) Bazaar Committee - Joel Loehr*  
No business to discuss.

**12. Next meeting** - Tuesday September 12, 6:30PM. The co-chairs will try to schedule one meeting during the summer as well.

**13. Closing prayer and adjournment of regular meeting** - 7:50PM.