Westgate Parent Association Meeting
Wednesday, April 12, 2017, Chapman Library

Present: Patricia Baker (Chair), Karl Wiebe (Staff Rep), Rachel Franz, Andrew Krahn, Heidi Grieser, Heather Smith, Jan Barak, Mardina Andrews, Lilli Williams

Regrets: Jodi Lee, Trina Neufeld

1.0 Welcome

- Went around the table and discussed what our kids tell us about chapel and small groups.

2.0 Approval of the Minutes

- Andrew moved that the Feb 15, 2017 minutes be accepted; Seconded – Mardina. Approved and carried.

3.0 Approval of the Agenda

- Heather moved that the April 12, 2017 agenda be accepted; Seconded – Heidi. Approved and carried.

4.0 Reports

4.1 Chair Report (Patricia Baker)

- No report.

4.2 No reports – Vice-Chair/Secretary

4.3 Treasurer Report (Andrew Krahn)

- Wish list – still waiting for two receipts:
  - Siemens - $930 composting
  - Janzen/Henry – fidget toys - $100
- Wish lists: $6760.82 paid to date.
- Fruit & Cheese – $13800; cost $7321.75; profit $6478.25.
- 3 primary fundraisers: $13043.
- Momentum - $13105 raised – ½ to capital campaign.

4.4 Staff Representative report – Karl Wiebe

- Senior musical April 27-29.
- Busy with student interviews; enrollment is full except grade 7.
- Building on track – August 10th when they'll be 'out' – start setting up for next year.
- James Friesen – new vice principal.
- Alternate Ed week – seniors have signed up; juniors have activities with their classes.
- Middle East trip was successful – excellent trip.

4.5 Parent Repositioning Sub-Committee (Heather Smith)

- Refreshed face of PAC; better clarity of purpose; recruitment to meetings/volunteers for other positions.
- Human face to the association; buried in the website; fun group – interested in working with the school.
- Launch in Fall of 2017.
- Tools – social media – website, Facebook, Twitter.
- Conduct survey of parents – what do they want? What do they expect from PAC?
- Survey questions in to Heather by end of next week. Rachel will create the survey.
- Develop a description of positions on PAC to get people interested.
- Develop a calendar of events, publish pictures of PAC activities.
- Future – grade related activities.
- Constitution may need to be revisited.
- Motion that sub-committee continue with plans outlined above; Approved by consensus.

5.0 Business Arising

5.1 Online payments for fundraising programs

- Easy shopping/fundraising experience.
- Unique URL for every fundraiser – shopping page is easily customizable.
- Mobile friendly – yes.
- Receipt – include a blurb with thanks – or how we did last year on the same fundraiser.
- Total cost $1000.
- Anyone who uses online option will pay an extra 3%. i.e. Sobey's – $100 in gift cards will cost $103. Will be up-front with parents for all additional costs.
- Homepage – add button to go to parent association fundraising.
- Heidi moved that we spend $1000 to launch eCommerce; Seconded – Heather. Approved and carried.
- Will be ready for next meeting for committee to test it; launch for perogies and farmer sausage fundraiser in fall.

5.2 Spring workshop

- Go with a positive workshop about exploring the city; safety will come up. Develop your own adventure around the city. April 20th.

5.3 Momentum scholarship

- Discuss at next meeting.

5.4 Staff appreciation

- Week of May 29th – thanks for helping kids through the year at the new location. Monday-Thursday.
- Room reps will organize what they will do each day. Two grades responsible each day.
- PAC will take on responsibility of renting massage chairs for one day.

- Rachel moved that we spend $500 toward staff appreciation events; Seconded – Andrew. Approved and carried.

5.5 Staff wish lists

- Five requests came in:
    - Library chairs for new location
    - Cafeteria updates at Westgate location – cooler repaired or new. Modification of existing space.
    - Office – monitor support/arm (2) – for Westgate location - $199 each
    - Office - filing cabinets for Westgate location to replace old cabinets – 4 total @ $400 each
    - Digital filmmaking equipment - $169
- Heather moved that we grant $169 for digital filmmaking equipment; Seconded – Heidi. Approved and carried.
- Heather moved that we grant up to $500 for each monitor support/arm; Seconded – Andrew. Approved and carried.
- Library chairs – will wait until we are back at Westgate location.
- Karl to talk to Ozzie – re: modification of cafeteria space. See if it is possible to move some plugs/electrical.
- Heidi moved that we grant up to $500 for cooler repair in cafeteria; Seconded – Andrew. Approved and carried.
- Filing cabinets – will encourage staff to look at used filing cabinets, i.e. Cunninghams.

6.0 New business – to discuss at next meeting

- Meetings next year:
    - Different weeknight or move day around throughout the year so that more can attend.
    - Conference call line or Skype for those that cannot be there in person.
- Fundraising review.
- Constitution review.
- Nominating committee.

7.0 **Adjournment**

- Meeting adjourned at 9:00pm.
- Next meeting: Wednesday, May 10, 2017 – 7pm @ Chapman Library.