

PNCS Fundraising Association Meeting
June 9th, 2025 at 5:15 PM

In attendance: Daryl Chattargoan, Leah Breckenridge, Keeara King, Jeff Elder, Michelle Olson, Lisa Lawrence, Donelle Young, Diana Hunt, Ariana Montgomery, Stephanie Bellows

Called to Order at 5:16 PM.

Keeara read minutes from previous meeting. Donelle makes motion to accept minutes presented. Ariana seconds.

Michelle presents treasurers report.

Casino Account - \$17 598.53

General Account - \$38 719.35

Rink Account - Still not set up due to difficulty with Corporate Registries. We have \$3055.74 to move from the General account to the Rink account once it is opened. Michelle will order cheques for the rink account once it is opened.

Golf Tournament Fundraiser brought in approximately \$20 700 to our general account for the building of the outdoor classroom. Michelle asked if anyone had any more receipts to submit but no one had any more.

Michelle will go to Hidden Valley with a cheque in the next few days.

AGLC - The 50/50 wraps up on June 13th. Please push it for the last few days.

Bylaws - We had updated our bylaws as per direction from the CRA to make our "dissolution clause" compliant with their expectations of a registered charity. Corporate Registries has put their stamp of approval on it and I have sent them off to Melanie to Register with the CRA.

Tax return (CRA) - our tax return was completed with bookkeeper data entry errors for officers birthdates, and forgot that we had issued tax receipts for the skate a thon. Michelle has been in touch with Melanie who is working on amending our tax return. The Officers and directors sheet which was filled out at the AGM has been provided to Melanie for the CRA..

Bookkeeping bill - our bookkeeping bill was \$300.00. Need motion to pay Melanie *once* her errors are fixed on the tax return. Leah makes a motion to pay Melanie \$300 after the corrections are made. Lisa seconds.

A discussion was had about finding a new bookkeeper. It was decided upon for Leah to contact a new bookkeeper to hire if she would be willing to take us on.

Stamps -Michelle bought 2 more books of stamps for tax receipts. Over 40 tax receipts were mailed out for the Golf Tournament fundraiser. Diana makes a motion to pay Michelle back \$26.04 for stamps. Ariana seconds.

Corp Reg Annual Return (Alberta) - Completed by our Bookkeeper Melanie Beatal. Officers and Directors form was submitted as well. The email she submitted for us was incorrect. Michelle will look into fixing this again.

Donelle makes motion to accept Treasurers report as presented. Diana seconds.

Old Business:

The Golf Tournament was a huge success. We had so much positive feedback. We will make sure to make a thank you in the newspaper come fall, once we can get a photo of the new outdoor classroom.

Lisa mentions the Learning and Literacy grant from Westlock Community Foundation. Contact Katie Robinson if we want to learn more or how to apply.

Outdoor Classroom

We were awarded \$15,000 from the Westlock Community Foundation to go towards the build of the outdoor classroom. Keeara will sign forms to get funds.

Keeara is in the process of applying for the development permit. She is waiting on Tracy Tyreman to fill out his portion and then she can submit to the county.

Gaga pit

Ready to go! Keeara and Diana were given \$1000 from the Westlock Rotary Club to go towards the Gaga Pit.

Updated costs are as follows:

Development Permit approximately **\$1000**

Building Permit approximately **\$1000**

Dan's Chapotelle's Handyman Services

20' x 40' outdoor classroom build

\$21,761.25

Gaga Pit Build

\$1,351.98

Veenstra Ventures Ltd.

Outdoor classroom Concrete slab, prep site for Gaga Pit and engineered stamped plans

\$21,493.50 (covered by Pembina Hills- just waiting to see if they will cover the \$1500 for engineered stamped plans)

Eco-flex rubber matting

\$2,570.40

Basketball jerseys- Daryl has given all the information on basketball jerseys to Rob. The total is \$4800. We had talks about the junior high athletes doing a fundraiser in the fall to help with the cost.

Donelle makes motion to pay the school back \$971.25 for the open house petting zoo. Leah seconds.

New Business:

Ariana was approached by Anthony Houle regarding the Dapp Calendar. We would order a box and all proceeds would go towards our fundraising association. Calendar is July-June. We all agreed that we liked the concept but not the turnaround time as there's only a few weeks left in school.

Lisa got an email about a FitSet ninja fundraiser. Again, the turnaround time is too tight for how many weeks we have left.

Next Meeting is set for September 8th at 5:15 PM in the school library.

Meeting adjourned at 6:39 PM.

A week after the meeting PNCS Fundraising Association was asked to take care of the Jr. High Soccer tournament concession in Fawcett in the fall. We have agreed to run the concession with proceeds going to the Association.