

**PNCS Fundraising Association Meeting Minutes  
Sept.8, 2025**

1. Called meeting to order at 5:20 PM. In attendance: Rob Weiss, Ariana Montgomery, Travis Davis, Donelle Young, Michelle Olson, Diana Hunt, Keeara King, Lisa Lawrence, Angela Boelman
2. Two additions to agenda. Added Drumheller trip update and thank you newspaper article under new business. Lisa approves agenda. Ariana seconds. All in favor.
3. Keeara read minutes from last meeting. Donelle makes motion to adopt as read. Michelle seconds. All in favor.
4. Treasurers Report presented by Michelle.

**General account**

June 30<sup>th</sup> \$1290 paid to Kyle Olson winner of the Raffle box raffle

June 24<sup>th</sup> – \$ 1011.75 Proceeds from the raffle box fundraiser after expenses moved to the Casino account.

July 9<sup>th</sup> – \$1000 Rotary Club Grant deposited

July 15<sup>th</sup> - \$300 paid to Book keeper Melanie Beastall – after errors on CRA return were amended.

July 25<sup>th</sup> - \$488 paid to Westlock county for Outdoor classroom building permit application fee

Aug 1<sup>st</sup> - \$3055.75 Proceeds from the Skate-a-thon transferred to the NEW rink account

26 August - \$1575 paid to Structura Vision Engineering for Outdoor classroom engineered drawings.

**Casino Account**

30 June- \$4380 paid to school for field trips

24 June – \$1011.75 Proceeds of Raffle box fundraiser transferred in from General account

07 Aug - \$2570.40 – paid to Eco Flex for outdoor matting for Gaga pit. Mats were picked up the Keeara and Jaret and installed by Ariana and John.

**Rink Account – Opened**

01 Aug - \$3055.75 Proceeds from the Skate-a-thon transferred from general account to the NEW rink account

In July one of our teachers received a letter for the PNCS Fundraising Association addressed to the personal address of Shannon MacIachlan in Fawcett, but with our name on it. The post mistress in Fawcett handed the letter to a local teacher to pass on to us. The letter appears to have been sent in error. I called the CRA charities line and they declined sending this specific letter mailed out in June but report they sent another letter the same day. Our book keeper checked the My Business account and was able to find Shannon's name and mailing address in the system and has deleted it. She will keep an eye on our CRA account and I am keeping an eye on our accounts, there have been no more issues. It appears to be a CRA "mix-up" as Shannon was a member of WR Frose Fundraising Association when her children were in Fawcett school. A few of our teachers know Shannon and can't see that she would have tried to change any of our information with the CRA.

**CURRENT FUNDS**

Casino: \$11,660.47

General \$40,368.45

Rink \$3,055.75

Next Casino is July/August/Sept 2027. Our current casino money will last us 2 more years of field trip payments.

Donelle makes a motion to adopt Treasurers report as presented. Angela seconds. All in favor.

5. Old Business

a) Outdoor Classroom: Building permit has been approved. Build is starting this Friday, Sept 12<sup>th</sup>. Quote approved previously for the build is \$21,761. We went outside and had a discussion about what size of picnic tables to order. Donelle makes motion to buy 4- 8 foot, black picnic tables from Uline. Michelle seconds. All in favor. Keeara will order tables and meet delivery truck when arrived.

b) Gaga Pit: Build will start this Friday, Sept 12<sup>th</sup>. Quote approved previously for \$1,351. We have not yet received Alberta recycling grant fund. Once pit is built an inspector comes out. We also need to post sponsor sign. Keeara is in touch with AB contact. We also need to get a recognition sign made from Mtech for the donation from Westlock Rotary Club.

6. New Business

a) Little Caesars Fundraiser

Lisa has offered to head this up again. Agreed with a start date of Oct. 1<sup>st</sup> with a pickup date before November break. Jan already has posters and handouts in the office ready to go.

b) Fawcett Soccer Tournament Concession- Oct. 1<sup>st</sup>

Andrea has offered to head up the concession. We are looking for volunteers. Keeara will ask Carling to put a message out on remind to all junior high parents seeking volunteers and saying that funds will go towards basketball jerseys and the junior high field trip.

c) CFCW Critters Fundraiser- Jan. 8, 2026

Donelle makes motion to book CFCW Critters for Jan. 8<sup>th</sup>. Lisa seconds. All in favor. Facwett rink is booked with hopes that the ice will be ready by then. Keeara will reach out to Nick asking for the rink capacity and what the cost is to rent the rink for the evening.

d) Tree Planting and landscaping

Feeling too rushed to make a plan and plant this fall. We will seek help in finding someone to write tree planting grants for us. We will revisit and plan to plant in the spring or fall next year.

e) Basketball Uniforms

Ariana makes motion to purchase new basketball uniforms for junior high. Travis seconds. All in favor. Before proceeding with the company that Daryl found last spring, Donelle will look into other options to see if we can find any cheaper options.

f) Thank you Newspaper article

Keeara makes motion to pay the newspaper to put a thank you in for us. Ariana seconds. All in favor. Michelle will contact the newspaper. Rob will get a photo of the students in front of the outdoor classroom that we can use.

g) Drumheller Trip

Rob read a letter that Michelle has sent out to grade 4 parents about not moving forward with the Drumheller trip this year. Many factors come into play but the biggest are split class, reduction of support staff and dinosaurs and much of the Drumheller trip learning is no longer in the curriculum with the new Social Studies curriculum.

7. Next Meeting scheduled for November 3<sup>rd</sup> at 5:15 in the School Library.

8. Meeting adjourned at 7:00 PM.