



Fundraising Association
for **SouthPointe** School

MEETING MINUTES

Jan 22, 2025 4:30 PM
SouthPointe School

FASS Board Members	
FASS President: Laelia Winstone	FASS Vice President: Tracy Patrick
FASS Treasurer: Tracy Corbett	FASS Secretary: Ashley MacFarlane

Item	Details
Call to Order	President calls the FASS meeting to order at 4:55 PM
Attendance	Meeting Attendance Sheet
Review Agenda	<ul style="list-style-type: none"> • Presentation of Agenda Items & Vote for Approval • Opportunity for Additions/Changes
Previous Minutes	<ul style="list-style-type: none"> • Review and approve minutes from the previous meeting.
Reports	<p>President's Report</p> <ul style="list-style-type: none"> • Silent auction location at the school dance was discussed.

Item	Details
	<ul style="list-style-type: none"> ● No outstanding invoices at this time; received gym rental receipt for the dance from the parent council. ● The canteen is now operating with new items: coffee maker, hotdog machine, popcorn, taco in a bag, and pancakes. An official menu board has been created. ● A power outage occurred in the canteen due to too many appliances plugged in. ● Question raised about using an empty filing cabinet to hold FASS items. ● School maintenance will address broken canteen shelves with a ticket.
Financial Report	<p>Treasurer's Report</p> <ul style="list-style-type: none"> ● Financial overview: Current bank balance is approximately \$20,000, with dependency on upcoming fundraising events.
Fundraising	<p>Fundraising Updates</p> <ul style="list-style-type: none"> ● Teacher Appreciation 2 (March 18): Dinner will be pizza; donations required and will be taken care of by FASS donations coordinator. ● Pancake Breakfast (March 4): Preparations are underway with donations being sought. ● School Dance (Feb 14, 6-8 PM): Discussion about the dance's logistics. ● Movie Night (May 30): Parent council will inquire with the town regarding screen rental from Harbour Pool. ● Read-a-thon (March 1-31): All teachers have information to distribute flyers to students. Posters will be displayed in the school. Costco has donated \$250 towards prizes. <ul style="list-style-type: none"> ○ Current prizes include popcorn and movie, snacks, free dress day, fast food and Indigo gift cards, and a gift basket for each division.

Item	Details
	<ul style="list-style-type: none"> ○ Teachers should track reading progress through classroom accounts. Information to be included in the newsletter. ● Approximately 30 items have been donated for the silent auction at the dance. <ul style="list-style-type: none"> ○ New canvas sign for silent auction will be created. ○ A separate table will be set up for dry goods and glow sticks, with volunteers crucial for success. <p>Upcoming Fundraisers</p> <ul style="list-style-type: none"> ● Purdy's Chocolate (March 1-31): Delivery scheduled for April 16 from Laelia's house. ● Bottle Drive: Tentatively scheduled for the weekend after Easter. ● Spring Growing Smiles Fundraiser: Delivery after the May long weekend. Registration will occur once open. <p>Completed Fundraisers</p> <ul style="list-style-type: none"> ● Bear Tracks fundraiser is sold out.
Discussions	<p>Discussion Items</p> <ul style="list-style-type: none"> ● Chuck-a-Puck Fundraiser: Suggested at an Oil Kings hockey game but not feasible due to low interest (only 60 parents interested in the free tickets given out by the school) and high volunteer requirements. ● Pizza Days: Hot Lunch Coordinator suggested Feb 13; approved. Future dates will be reviewed for the rest of the school year.

Item	Details			
	<ul style="list-style-type: none"> Hot Lunch Schedule: Next year's schedule will be developed. Popcorn Days: Positive feedback; suggestion to add ordering options to the hot lunch website. Tracy will provide date options for the future. 			
Motions	Canteen Supplies for Dance (Feb 14)	\$400	Approved	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Vinyl Sign	\$150	Approved	Purchased for silent auction <input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen Items (appliances)	\$1100	Approved	Hotdog machine, coffee maker, supplies <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Numeracy Night (Jan 15)	\$300	Approved	Motion overestimated (\$100 new estimate) 3x door prizes needed <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A

Item	Details				
	Read-A-Thon Prizes (3-28 Feb)	\$300	Approved	Prizes will include gift cards, movie/popcorn day, extra recess time Tracy P. will organize	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Family Dance (Feb 14)	\$1200	Approved	Seeking donations for silent auction items, Canteen needed, DJ no longer required. Payment for gym rental made	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input checked="" type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Pancake Breakfast (Mar 4)	\$1000	Approved	March 4 Seeking donations	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Teacher Appreciation Dinner 2 (March 18 or 19)	\$300	Approved	Will seek donations Food will be pizza	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A

Item	Details				
	Movie Night (May 30 or June 6 as an alternate for weather)	\$500	Approved	Canteen will be needed, suggestion to auction off VIP seating	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Popcorn Supplies (bags, oil, kernels, seasoning)	\$300	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	\$100/Teacher for Classroom Supplies (Teacher Appreciation)	\$2500	Approved	Payment method TBD	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	40 Chromebooks/Charging Cart <ul style="list-style-type: none"> • Growing Smiles Dec (\$1015) • Freson Hot Dog Day (on hold) • Read-a-thon (est. \$15k) • Purdys Easter (March 1st est. \$2k) 	\$17,999.42	Approved	Fundraising in progress, potential pay date and additional fundraisers to aid are still TBD. Have Purdy's info ready by Feb 25th - starts March 1 with delivery date Apr 16	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A

Item	Details				
	<ul style="list-style-type: none"> • Bottle Drive Spring (est. \$3500) • Growing Smiles (delivery May 28th est. \$500) 				
	Agendas for next year <ul style="list-style-type: none"> • Hot Lunch Proceeds 24/25 	\$2140.80	Approved	Hot lunch profits from 24/25 will cover	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Office Supplies (motioned by Amanda 21 Nov)	\$100	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	BearTracks	\$1200	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Additional motion for Hot Lunch drinks (motioned by Amanda Dec 5)	\$80	Approved	In addition to running motion	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A

Item	Details				
	Gingerbread House Competition	\$1000	Approved	Donations: provided: Safeway Icing/Candy Costco: Gingerbread Houses City/Mayor: Gift cards	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Secret Elf (month of Dec)	\$375	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen restock (motioned by Tracy C. Oct 25)	\$50	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen restock (motioned by Tracy C. Oct 21)	\$25	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen restock (motioned by Tracy C. Sep 15)	\$250	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A

Item	Details				
	Pancake Breakfast (Sept)	\$1000	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Teacher Appreciation Dinner 1 <ul style="list-style-type: none"> Pizzas donated by BP & Swan Pizza/Drinks by Freson 	\$300	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	FitSet Ninja	\$5512.50	Denied	Unable to fund at this time, current motions exceed available balance. Option to revisit in the future.	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input checked="" type="checkbox"/> N/A
	Santa Visit Treats (Dec 18-20)	\$500	Approved	* Parent Council funded candy canes, FASS funding unused	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input checked="" type="checkbox"/> N/A

Item	Details
Running Motions	Hot lunch drinks: Up to \$150 per month (Sept 2024 to June 2025). *This amount is pending update.
Announcements	<ul style="list-style-type: none">● Next community meeting scheduled for Wednesday, Feb 19, at 4:00 PM.● Google Meeting reminder to be sent out.● Refresher course for fundraising associations and school council to be scheduled for future meetings.
Adjournment	President calls for adjournment at 5:31 PM