

DRAFT - Colquitz Performing Arts Parents Association (CPAPA)

Meeting Minutes

Thursday, October 5, 2023 @ 6:30pm

Meeting called to order at 6:35 pm

Attendees: Caroline Mackenzie, Kelly Montgomery, Karen Grigolato, Ameer Ballantyne, Rachel McClellan, Serena Samra, Dan Winner, Angie Hentze, Maddy Dams, Robyn Hiensch, Melissa Smith, Jessica Grenda, Karycia Mitchell, Farley Johansson

1. Welcome

2. Accept September Meeting Minutes and October Agenda

- Motion to approve September 11, 2023 meeting minutes by Karen; seconded by Rachel
- Motion to approve agenda by Angie; seconded by Rachel

3. 2023/2024 Open Executive Positions

- Fundraiser Co-Ordinator
 - Angie Hentze – voted carried out; all in favour
- Member at Large
 - Karycia Mitchell – vote carried out; all in favour

4. Financial Report

- Balance: \$12,619.46
- Useable Amount: \$10,029.05

5. Uniform Shirts

- Etransfer has worked really well.
- Ameer, Karycia, and Serena will carry out the inventory cross reference and determine how many orders are required
- Total Expenses: \$ \$1,448.48
- Deposits:
 - 08-May-23: \$724.00
 - 06-Jul-23: \$12.00
 - 06-Jul-23: \$99.00
 - 01-Oct-23: \$283.00
 - 04-Oct-23: \$36.00Balance of Deposits: \$1,154
- Balance Owing: \$294.48

6. Fundraising

- Christmas Poinsettias
 - Order information sent home with students
 - Colour copy will be placed on FaceBook and the CPAPA school website
 - No cash transactions this year - cheque and etransfer accepted
- Purdy's Chocolates
 - Waiting for the account to be transferred to Angie
- Bake Sales
 - Continue as is at the winter, spring, and end of year concerts
- Future Fundraisers
 - 50/50 at the theatre productions - Angie will connect with PAC to see if this is possible
 - Kernels popcorn – set up a table and sell during lunch; Angie will connect with Admin
 - Candy guess jar – Kelly will connect with Megan Schuring if Leadership is doing one of these

- Other ideas: bottle drives, car washes
- If anyone has fundraising ideas, please connect with Angie

7. Teachers' Requests

- Changed to provide updates three times a year
- Motion: \$50 to pay for a UVIC trombone clinician Tyler Schmit for grade 6 band class
 - 1st: Karycia; 2nd Maddy; motion passed
- Motion: approve up to \$250 of the rental of a bass clarinet for one school year
 - 1st: Ameer; 2nd: Rachel; motion passed
- Change in show nights for the play, sent an email notifying theatre families. Some bounced back, Caroline will try to fix.
- Request for a parent evening for parents of the students doing the senior play: October 16, 2023 at 6:30pm in the art room

8. Meeting Adjourned

- Meeting Adjourned at 7:30pm.
- Next meeting Monday, November 6, 2023 at 6:30pm