

Colquitz Performing Arts Parents Association
Meeting Minutes
February 5, 2024

Meeting called to order at 6:32

Attendees: Daniel Winner, Karen Grigolato, Caroline Mackenzie, Kelly Montgomery, Ameer Ballantyne, Shannon Moreno, Angie Hentze, Karycia Mitchell, Kindreé Draper, Melissa VanLondersele, Christine Albrecht, Ruth Eden, Robyn Hiensch.

1. Welcome and introductions

2. Accept January meeting minutes & February agenda

- **Motion** to approve January 8, 2024 meeting minutes by Karycia; seconded Angie
- Agenda – Table #5 (fundraising procedures and concerns) until next meeting
- **Motion** to approve amended agenda by Karycia, seconded Kindreé

3. Financial Report – Ameer

Fundraised money - Not to Use*	\$8,673.49
Balance in Account	\$20,270.10
Useable Amount	\$11,596.61

- Paid \$273 for stools for strings/band
- Purdy's GST rebate \$229.11 for student in need account
- Ameer will create a separate bank account for student fundraising funds. This will reduce confusion.

4. Fundraising – Angie

- Popcorn Sales Update
 - So far the second round of popcorn sales has made \$62.25 profit
 - Have covered the cost of the second order (\$456.75)
 - 127 bags left that will be 100% profit (\$3/bag)
 - Band kids are helping
 - Will need to order more to continue the sales until spring break
 - Could sell any leftovers at music concert
 - Five bags are unaccounted for from the first order (\$7.60 approx loss)
 - Typical part of doing business is some loss, CPAPA needs to determine acceptable amount
 - To minimize losses/mistakes, Angie is creating a popcorn procedural document and is storing the popcorn in the band room to reduce confusion of moving large amounts of popcorn bags
 - **Motion** to approve Angie to purchase 110 bags of popcorn – Kindreé; seconded Christine

- Other Fundraisers
 - None right now

Karen - School close to be able to purchase and install first phase of AV system. Might request CPAPA assistance.

5. Teacher Updates

Steve's Strings Update

- Thank you for the stools, they are working very well
- Victoria symphony players came on Jan. 12th and worked with the strings students. Very positive experience and they gave the students a voucher for two free tickets to the symphony
- Thanks for everything CPAPA does to support the Colquitz music program!

Kelly's Band Update

Music Tour

- 77 students, potentially two more
- One student in need has requested partial funding
- Clinic at Douglas college
- Tsawwassen mills performance
- Student KEV Accounts online have gone very smoothly

Spring concert March 13th

- Family of schools concert
- Bakesale

Cougar Jr hockey game at Archie Browning February 15th

- Band playing National Anthem
- Students are invited

Caroline's Theater Update

- Thanks to everyone that came to the info meeting last week
- Need parent volunteers every Sunday – one parent to supervise stage crew making props and parents to help shush kids
- Especially for Village rehearsals, since it has 60% of the kids
- Karen and Caroline to discuss needs and contacting parents from volunteer sign-up sheets

6. Meeting adjourned

- At 7:17
- Next meeting Monday, March 4 @ 6:30pm