

L'Ecole Des Petits
Executive Meeting Agenda

Date: June 21, 2016

Meeting Called to Order: 7:34pm

In Attendance: Zinnie Breitkreutz, Genessa Belzile, Erin, Katie Forre, Niki Dionne-Nielsen, Patricia Riopel, Hélène N'Dour, Theresa Robinson

Approved Minutes: Motion to accept: Niki Dionne-Nielsen Second: Zinnie Breitkreutz

Approve Agenda: Motion to accept: Niki Dionne-Nielsen Seconded: Zinnie Breitkreutz

Presidents Report:

- Talked to the bank, we are not in good standing. We are looking at ways of cutting back until the casino. Do we want to look at cutting costs by not doing the book for the kids? Possibility to charge parents the cost of the book which is \$10. This way parents who want it can pay for it. Table this topic until April.
- Discussed traveling Matt year end book: Cost concerns
- Do we want to pay for an accountant/book keeper in case we are missing something? What is the cost of the accountant?
 - o Katie Forre made a motion: Hiring an accountant if it is free of cost.
 - o Motion to Accept: Niki Dionne-Nielsen Seconded: Zinnie Breitkreutz Approved: 6 Abstention: 1

Vice Presidents Report:

- Fundraising for next year:
 - o Indigo- Christmas (profit of \$525)
 - o Little Caesars in March (\$5 back per kit sold).
 - o Chocolates, World's Finest- Gourmet Selection September meet the teacher everyone gives a check for \$90. Order 75 and get 78. There is a spring bonus with \$1 amount for each case sold they will give gift cards to itunes etc. This could be used for casino "bonus" for volunteers.
- Epcor, we are now on a monthly Budget Plan of \$180 / month. In the 12th month if you owe you pay it, and if you don't it is a credit on the account.
- Bank update (overdraft & online): we are going to look at other bank options. We are looking for free and current statements. For now we will keep trying to push the credit union to get current statements and not a month behind.

Treasurer's Report:

- Grant is being completed - needs to be submitted by June 29, 2016
 - o Note: Grant was completed as of June 25th and submitted.

- Alberta Registries - annual return was submitted 3 weeks ago
- No money in the bank account - we have enough to cover rent only.
- Need to transfer \$6800 to the casino account as soon as possible- August or September.
- Patricia will be gone from August 1-31st, limited email access

Teacher's Report:

- October 20-21 photographer ABC is booked.
- \$600 left from last year's book fair.
- Looking for a few doll heads for dramatic centres (hair)
- Scholastic fundraiser book fair Oct 29-Nov 4th Running for Nov. 1st
- We need to make a wish list for teachers.

Registrar's Report:

- Update:
 - o 3 day classes are full.
 - o 2 day
 - am: 4 spots open (sent out some packages this morning).
 - pm: 8 people, room for 9 more.
- Registration Package- Only form we need is "notice of activities and consent form". It is all ready to print.
- Not printing the handbook- email or digital

Purchaser:

Newsletter/Communications:

- Discussed Advertising options and postering options

New Business:

Next Meeting:

- August 30th 7:30pm
- Meet the teacher September 7th

Time Meeting Ended: 8:55pm

