

# Claremont Dry Grad 2020 Meeting Minutes

Location: Learning Commons

Date: December 3, 2019

Time: 7 pm

Attendees: Anne Langdale, Sebrina Benson, Erin Schonert, Karen Medler, Lisa Wergeland, Joanne Buxton, Lorna Block, Leah Westereng

## **Agenda Items**

1 CoChair Anne Langdale opened the meeting in the absence of Chair Allison Dawson.

2 Adoption of November meeting minutes (Sebrina Benson, Karen Medler) with note that Pam MacDonald is replacing Satsuki Behro working on the website.

3 Principal's Report: Mr Westhaver was unable to attend.

4 Treasurer's Report: Karen Medler advised that Signing Authority paperwork has been completed. Bank fees last year were in excess of \$300; it was agreed this is a large amount especially since the bank's service was very poor.

Action Item: Karen will look into closing the account and moving banks.

Also, in order to prepare a working budget, Karen needs estimates of expenses from Coordinators. Please email her at [karenmedler@gmail.com](mailto:karenmedler@gmail.com) (Deposit cheques were written for Sparking Body Art and fortune tellers.)

5 No price possible at this time for tickets.

6 Fundraising: Lisa Wergeland reported: The biggest source of funds is expected to be the 50/50 draw in March - April, with draw made in May. Anticipated profit around \$4000. Also, Lisa is working on registering for Thrifty Smile cards, which are expected to bring in about \$2500 once cards can be distributed. Holdup is due to change of personnel at Thrifty Foods. Also, we are planning for Purdy chocolate sales over Easter.

Action Item: Lisa will contact Purdys in January, and Lorna Block will assist Lisa in organizing the sales.

Finally, cards for alterations to grad wear were distributed and will be available from the office. Percentage goes to Dry Grad.

Action Item: Allison Dawson will submit information to the Forum for distribution to all parents and grads.

7 Dry grad walkthrough: Sebrina Benson reported that she and Lorna Block met the catering manager and viewed the facility. There are projectors which make possible powerpoint presentations or loops showing baby photos, You Tube videos, etc. Rooms can be decorated from 10 am and halls between 9 to 10.30 pm. Food and insurance costs will be determined in the New Year.

Parking: apparently there may a code from Security so that parents working at Dry Grad will not have to pay for parking.

Action Items: at January meeting, final decision will be made to have karaoke or DJ music.

Finally, it was agreed that we need to contact Stelly's Dry Grad committee and coordinate some decisions with them.

8 Car Boot Sale: Joanne Buxton reported. Date is April 18. She has composed a flyer to be distributed in the New Year.

Action Item: Joanne will contact UPack storage regarding a container.

9 Donations: Coordinator was unable to attend. No report at this time.

10 Coordinators: Decorations: Lorna Block has counted and listed items.

Agreed to budget \$400 to Lorna for more supplies (table runners etc).

Candy bags: after discussion, agreed that grads pick what they want from various choices and put in paper bags.

Coordinator positions that still need to be filled: First Aid: Lorna and Erin will ask and advise names at the next meeting.

Volunteer Coordinator: It was agreed that we will solicit from the Forum, advising duties and responsibility, just prior to January meeting.

Coat Check Coordinator: also needed. Binder available.

Next Meeting: Tuesday, January 7, 2020 at 7 pm in Learning Commons

