

Nootka PAC Executive Meeting

January 9th, 2023

zoom

Present: Mary Anderson, Niki Clarke, Hung Nguyen, Jenn O'Sullivan, Nori McMichaels, Jenna Thomson

- 1) Approval of by-laws for voting at January 25th PAC meeting
 - Motion by Niki to approve draft by-laws to be voted on at January 25th meeting
 - Seconded by Jenn
 - By-laws will be posted on Nootka PAC website for review before the January 25th meeting

- 2) Approve budget
 - a. \$3500 for jerseys (gaming grant)
 - b. \$4750 (\$250/class) for class fees
 - i. \$4089 drawn from the direct drive account held by Nootka, \$661 from PAC chequing account
 - c. \$1000 (or \$800?) for Safer Schools Program
 - i. Might try to run this as a ticketed cost-recovery event
 - d. \$4140 for field trips (gaming grant)
 - e. \$2250 for music & library
 - f. We anticipate being asked for \$500 each for Grade 7 Grad and end-of-year teacher gifts
 - g. Budget to be voted on at PAC regular meeting, January 25th

- 3) Approve spending
 - a. Niki & Nori will both be paid back for costs incurred in December
 - b. Roughly \$75 for Niki, \$25 for Nori
 - c. Each to submit receipts for reimbursement

- 4) Schedule upcoming meetings
 - Jan 25 in the library
 - Feb 23 zoom
 - April 5 in the library
 - May 11 in the library or zoom
 - June 7
 - All meetings at 6:30pm
 - Exec meetings will be held the week before, dates TBD by Exec group in two weeks prior to meeting

- 5) Discussion of treasurer role
 - a. A new treasurer will be solicited at the Jan 25th PAC meeting.

6) Hot lunch update

- a. Hot lunch is going well and is bringing in funds.
- b. Stripe adds a 3% transaction fee on all charges, which will be rolled into hot lunch costs in the future. The PAC might look at another vendor in the future.

7) Fundraising update

- a. We are awaiting cheques. Expecting ~\$250 from Growing Smiles, which was a lot of work for minimal payout. ~\$1500 from Purdy's
- b. Nori is setting up ongoing drives like Tru Earth and labels and is working on setting up hoodies.
- c. Nori is also exploring the idea of holding a family dance.

8) Email system update

- a. Jenn has set up the new email system and it is running well. The system allows for sub-groups if we want to use it for things like organizing hot lunch volunteers.