



Fundraising Association
for **SouthPointe** School

MEETING MINUTES

Mar 12, 2025 4:00 PM
SouthPointe School

FASS Board Members	
FASS President: Laelia Winstone	FASS Vice President: Tracy Patrick
FASS Treasurer: Tracy Corbett	FASS Secretary: Ashley MacFarlane

Item	Details
Call to Order	President calls the FASS meeting to order at 4:04 PM
Attendance	Meeting Attendance Sheet
Review Agenda	<ul style="list-style-type: none">• Presentation of Agenda Items & Vote for Approval• Opportunity for Additions/Changes
Previous Minutes	<ul style="list-style-type: none">• Review and approve minutes from the previous meeting.
Reports	<ul style="list-style-type: none">• Motions have been received and will be addressed at the next board meeting.

Item	Details
	<ul style="list-style-type: none"> • The FASS has requested that the school and parent council submit motions together instead of separately, prioritizing request in order of importance so we know where to put fundraising efforts. • A motion suggestion was made for a basketball court which was well recieved (the school will look into an estimate). Larger equipment items, such as soccer nets, were also discussed. The school will check on potential issues with setup and takedown of nets as the soccer net frames are not on school propert, the land is owned by the developer. • The school will verify which grades will require agendas next year and provide a cost estimate, as higher grades typically do not use them. • Sporting events: A badminton tournament and a track event are upcoming. The FASS has requested dates for the canteen have been requested. • Power outage solution: The pantry shelves need repairs and may be labeled for better organization. • Teacher appreciation: Discussion about using an Amazon business account to consolidate purchases and write one large check instead of multiple smaller ones. Further follow-up required. • Read-a-thon: Plans to get teachers involved earlier next year and reconsider prize options.
Financial Report	<ul style="list-style-type: none"> • Brewhouse receipt for hot lunch is the only outstanding invoice and will be paid by Friday 14 March. • Any outstanding invoices should be submitted soon unless they can wait until April, FASS president and Treasurer will be away and not able to sign cheques.

Item	Details
	<ul style="list-style-type: none"> • The audit prep will start in May and we will be looking for 2 volunteers. • AGCL application for a casino fundraiser was discussed. There is no deadline, so submission will happen once everything is organized. The process could take up to two years. • Bingo is another potential fundraising option, though it does not generate as much revenue as a casino. • Chrome books: Funds for the 2025/2026 school year are planned, with a cheque to be issued in June. The school may have some end-of-life Chrome books that need replacement, which will be factored into planning.
Fundraising	<ul style="list-style-type: none"> • Current Fundraisers: <ul style="list-style-type: none"> ◦ Purdy's Chocolates (Deadline to order: March 30, Pickup: April 16) ◦ Bottle Drive (April 26) ◦ Growing Smiles (Included in the newsletter, Delivery: May 22) • Future Fundraising Plans: <ul style="list-style-type: none"> ◦ Read-a-thon to be adjusted and scheduled in October instead of February. ◦ Planning for next year's fundraising initiatives has started.
Discussions	<ul style="list-style-type: none"> • Calendar for school year 25/26 is Available on the EIPS website. Hot lunch dates for next year need to be scheduled in advance to avoid date conflicts. May 31st is the target date to have plans finalized with vendors. • Low volunteer turnout: a suggestion was made to consider reaching out to parents of participating sports team members for additional help.

Item	Details				
	<ul style="list-style-type: none"> • Movie night has been canceled due to high costs. • End-of-year lunch: Requests for donations of hot dogs, chips, and juice. Planned for June 11, 12, and 13, with food prepared in the canteen using slow cookers. • Bottle drive: Maps need to be prepared. Flyers are already completed. We will need several volunteers 				
Motions	Canteen Supplies for Dance (Feb 14)	\$400	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Vinyl Sign	\$150	Approved	Purchased for silent auction	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen Items (appliances)	\$1100	Approved	Hotdog machine, coffee maker, supplies	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Numeracy Night (Jan 15)	\$300	Approved	Motion overestimated (\$100 new estimate) 3x door prizes needed	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid

Item	Details				
					<input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Read-A-Thon Prizes (3-28 Feb)	\$300	Approved	Prizes will include gift cards, movie/popcorn day, extra recess time Tracy P. will organize	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Family Dance (Feb 14)	\$1200	Approved	Seeking donations for silent auction items, Canteen needed, DJ no longer required. Payment for gym rental made	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Pancake Breakfast (Mar 4)	\$1000	Approved	March 4 Seeking donations	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A

Item	Details				
	Teacher Appreciation Dinner 2 (March 18 or 19)	\$300	Approved	Will seek donations Food will be pizza	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Movie Night (May 30 or June 6 as an alternate for weather)	\$500	Cancelled	Cancelled due to cost of screen rental and movie rights being too high	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input checked="" type="checkbox"/> N/A
	Popcorn Supplies (bags, oil, kernels, seasoning)	\$300	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	\$100/Teacher for Classroom Supplies (Teacher Appreciation)	\$2500	Approved	Payment method TBD	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	40	\$17,999.42	Approved	Fundraising in progress,	<input type="checkbox"/> Invoiced

Item	Details				
	Chromebooks/Charging Cart <ul style="list-style-type: none"> • Growing Smiles Dec (\$1015) • Read-a-thon (est. \$15k) • Purdys Easter (March 1st est. \$2k) • Bottle Drive Spring (est. \$3500) • Growing Smiles (delivery May 28th est. \$500) 			potential pay date and additional fundraisers to aid are still TBD.	<input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Agendas for next year <ul style="list-style-type: none"> • Hot Lunch Proceeds 24/25 	\$2140.80	Approved	Hot lunch profits from 24/25 will cover	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Office Supplies (motioned by Amanda 21 Nov)	\$100	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	BearTracks	\$1200	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid

Item	Details				
					<input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Additional motion for Hot Lunch drinks (motioned by Amanda Dec 5)	\$80	Approved	In addition to running motion	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Gingerbread House Competition	\$1000	Approved	Donations: provided: Safeway Icing/Candy Costco: Gingerbread Houses City/Mayor: Gift cards	<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Secret Elf (month of Dec)	\$375	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen restock (motioned by Tracy C. Oct 25)	\$50	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen restock	\$25	Approved		<input checked="" type="checkbox"/> Invoiced

Item	Details				
	(motioned by Tracy C. Oct 21)				<input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Canteen restock (motioned by Tracy C. Sep 15)	\$250	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Pancake Breakfast (Sept)	\$1000	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Teacher Appreciation Dinner 1 <ul style="list-style-type: none"> Pizzas donated by BP & Swan Pizza/Drinks by Freson 	\$300	Approved		<input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input type="checkbox"/> N/A
	Fit Set Ninja	\$5512.50	Denied	Unable to fund at this time, current motions exceed available balance. Option to revisit in the future.	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input checked="" type="checkbox"/> N/A

Item	Details				
	Santa Visit Treats (Dec 18-20)	\$500	Approved	* Parent Council funded candy canes, FASS funding unused	<input type="checkbox"/> Invoiced <input type="checkbox"/> Paid <input type="checkbox"/> Partial Inv. <input checked="" type="checkbox"/> N/A
Running Motions	<ul style="list-style-type: none"> Hot lunch drinks: Up to \$150 per month (Sept 2024 to Jan 2025). Updated hot lunch drinks: Up to \$200 per month (Feb 2024 - June 2025) Official supplies (printing): \$100 as required 				
Announcements	<ul style="list-style-type: none"> Absences: <ul style="list-style-type: none"> Laelia Winstone (Away March 20 - April 6th) Tracy Corbett (Away March 7 - 21st) Next meeting details: <ul style="list-style-type: none"> April FASS & School Council meeting April 23rd at 5 pm 				
Adjournment	President calls for adjournment at 4:38 PM				