

## Westboro Parents' Society

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Westboro Parents' Society Minutes- November 19, 2024

7:30 p.m. School Library

*\*Indicates written report/attachment provided*

### Attendance

**Voting Members:** Christan Rasmussen (President), Hilary Schmidt (Vice-President), Christine Cooper, Andrea Thibert, Kate Weberg, Mallory Jackson

**Associate Members:**

**Others:** Shelby Labrecque (Principal), Chris Kryslar (STEPS), Judy Anderson

- 1) Call to order at 7:47 p.m.
- 2) Review of Agenda  
Agenda approved as presented.
- 3) Approval of the minutes from October 8, 2024  
Minutes were approved as distributed
- 4) Treasurer Report
  - a. Treasurer position open, nominations requested
    - Kate Weberg nominated herself for position of Treasurer.
    - Quorum confirmed and vote was taken.
    - Kate Weberg acclaimed as Treasurer
    - Kate to be added as signing member to bank account at Servus Credit Union
  - b. Financial Report
    - *\*see attached*
  - c. Bank Updates
    - CIBC account is officially closed.
    - All banking has now been moved to Servus Credit Union.
    - Servus Credit Union banking options for all signing members discussed and approved by vote as follows:
      - Confirm account remains a two-signature account
      - All signing members have the ability for Mobile cheque deposit
      - All signing members can view & download bank statements online and mobile
      - All signing members can view and download all transactions
      - All signing members can view account details
      - Any signing member can make deposits

## Westboro Parents' Society

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5) A Look Ahead

a) Pancake Breakfast

- Traditionally the last Friday before Winter Break, a pancake breakfast is purchased and prepared by the society and parent volunteers for the staff and students; =due to EIPS Health and Safety standards, we are no longer permitted to cook at the school
- A committee was created (comprised of Andrea & Christine, in collaboration with Christan) to research and implement a plan to carry on this tradition in some form or another. Options included the following:
  - finding a commercial kitchen and a volunteer who has their Food Handler Certification to prepare offsite and deliver to the school
  - requesting a restaurant donates the meals, or donates a signification portion of the cost
  - Purchasing a low-cost and pre-cooked alternative
- The committee will research and implement the best plan

b) Hot Lunch

- This year's first Hot Lunch is Friday November 22 from Canadian Brewhouse
- December 6th Hot Lunch will be from Panago Pizza

6) Open Discussion

- Enquiries were made about getting a milk program re-started. Obtaining an account through Sysco was investigated but as our purchasing numbers do not meet minimum requirements, we are not eligible for an account at this time.
- There is a possibility that staff at Ardrossan Elementary School will purchase milk through their Sysco account on a reimbursement basis. Pickup from Ardrossan Elementary would need to be arranged.

7) Adjourn 8:29 pm

8) Next Meeting January 14, 2025

Westboro Parent's Society

Treasurer Report

Nov 19, 2024

Date	Debits / Credits	Balance	Description
Oct 08, 2024		\$657.45	CIBC Bank balance at time of last report
Oct 09, 2024	(\$657.45)		Money Order to Westboro Parents' Society
<b>October 26, 2024</b>		<b>\$0.00</b>	<b>CIBC Account CLOSED</b>
Sept 26, 24		\$1.00	Cash Deposit
<b>November 19, 2024</b>		<b>\$1.00</b>	<b>Current Servus Credit Union Common Shares Account</b>
Oct 08, 2024		\$4,000.00	Opening Balance Servus Credit Union
Oct 09, 2024	\$657.45		Money Order from Westboro Parents' Society
Oct 15, 2024	(\$235.20)		Chq #001 (SVU) MunchALunch Inv# 24-18303
Nov 18, 2024	\$708.32		MunchALunch Hot Lunch
<b>November 19, 2024</b>		<b>\$5,130.57</b>	<b>Current Servus Credit Union Bank Balance</b>
<b>Nov 19, 2024</b>		<b>\$5,131.57</b>	<b>Total Funds for ALL Accounts</b>
<b>Pending Transactions</b>			
		\$651.11	Art Cards by Kids Fundraiser
		\$503.06	MunchALunch
	(\$1,136.00)		Canadian Brewhouse Hot Lunch (Nov 22)
		<b>\$18.17</b>	<b>Sum of Pending Transactions</b>
		<b>\$5,149.74</b>	<b>Working Balance</b>