

Minutes for regular CVMS meeting on
Tuesday, February 13th at 7pm
Glacier View School Library

Presided by: Britta Neumann

Attendees:

Gail Herman	Kathleen Murphy	Jenna Fickes
Pauline Rae	Lisa Wilcox	Britta Neumann
Mina Morehouse	Jo Hellenes	Jeanine Fukui

Called to order at 7:15 by Britta:

- ♪ Pauline needs to leave early so her report is expedited to the beginning.
- ♪ Motion to accept last month's minutes by Gail, 2nd by Lisa W.
- ♪ Motion to adopt agenda (tabling Centenary and Friendship Ball/Cinco de Mayo to March) by Britta, 2nd by Mina

Members' Reports

- ♪ **Pauline for fundraising** – 50 recipes were returned. Gail will send email stating that recipes will be accepted up until info night (bring them to the meeting). Karen McKinnon has offered her photographic services to shoot some b&ws of the children. If we do this consent forms need to be sent home. Pauline will be in touch with Karen for details. Seed fundraiser went out to class with Deadline of Mon Feb 26th or bring to registration. Pauline will email letter to send to general membership re: this.
- ♪ **Gail for membership** – 6 new members, 2 asked to be removed from list = 70 members total
- ♪ **Mina for PR** – newspapers, radio and TV have been contacted about the info night – Kathleen saw the ad on channel 4 ☺
- ♪ **Jo for Finances** - \$4462.42 balance, 4 outstanding cheques totalling \$754.27. Jo has all of our records in order and stored in and older “Quick Books” program which suites our needs- it shows our income and expenses clearly. Schaefer is leaving the program, as it is not meeting his needs. Jo will see us out to the fiscal year end (June) and teach someone else to do the books. Jo thinks there might be an outstanding Meadowvale invoice – will email Pauline (who is no longer at the meeting) to clarify. Lisa wonders whether a donation receipt can be given to someone who donates a lap top computer – Jo says yes, the amount would be for fair market value. Mina wonders when we can apply for the GST return – Jo will investigate.
- ♪ **Natalie not here to present her report.**
- ♪ **Lisa for inventory** – has ordered books and most items are here. Lisa will catalogue and bring to the info night. Waiting on replacement for broken piece of inset.
- ♪ **Jeanine for Volunteerism** – Wonders what Anne would like for a “to do” list outside the classroom. As Anne not present tonight she will contact her directly to find out.

♪ **Britta's Report is attached separately**

Old Business

- ♪ Vote on budget- as this draft does not include previous years it will be voted on as "Expenditures for 2007-08". Jeanine motions to accept this budget (with clarification of bank statements at next meeting). 2nd by Gail. all in favour.
- ♪ Location for Cinco de Mayo – Mina will investigate less expensive locations than the Elks – if there are any.
- ♪ Website – can we post "Job Opportunities" – Gail will have link to SD 71 website put on ours.
- ♪ In light of Jo's resignation as Treasurer, Gail will reduce her duties by sharing with other board members rather than stepping down at this time. Gail shared list of her current duties. Mina volunteered to take over applications for funding, Lisa will take over membership and Britta will take over the email account. Gail will set everything in place so that these duties are easily assumed.

New Business

Info night

- ♪ Gail needs to make new intent lists to print. Must have tick boxes for getting on the mailing list and those who do will be sent email inviting to join as members.
- ♪ The rundown is as follows:
 - Name tags, pen, paper at entrance – kids to greet with Jeanine
 - Books, magazines, book list on display in entry way
 - Info table with brochures, handouts, business cards
 - Refreshments – coffee, tea, C&S, urns, napkins, mugs? Spoons? Cookies, flowers, tablecloths.
 - Chairs for audience – Al to order – who will set up in the Gym? SD?
 - Location for childcare??
 - \$\$ to pay sitters
 - Tech support – PP slide show – who will set up?
 - Jeanine will lend her laptop & Gail will run machine for Anne & Britta
 - Gail will bring petty cash and Thank you cards

Adjourned at 9:30