**Mountain View Elementary PAC**

**Monthly Meeting**

**Date: September 10, 2019 @ 6:30**

**In Attendance:**

Tracy Carolan Natalia Ivanova

Nadine Coughlin Paul Moersch

Tatiana Gevorkyan Jody Moss

Lynne Hamilton James Willie

Masashi Hirata Ting Wang

Regrets: Rhea Rivera

1. **Welcome & Call to Order**

Paul called the meeting to order at 6:30pm.

**"I would like to recognize that our meeting tonight is taking place on the traditional core territory of the Coast Salish People.  We thank the Sto: lo people along with their ancestors. "**

**“And all my relations”**

Welcome back for an exciting new year – lots of changes & upgrades over summer.

Introduce new Exec. Committee (Lynne, Masashi, Rhea, Cindy, Nadine, Cynthia)

Hard to believe that we are 90 years old!

Importance of a strong and diverse PAC increasing consistency from year to year

Explanation of how a meeting runs with focus on respect and order

Explain how to make a Motion

1. **Approval of Agenda**

**MOTION** made by Lynne, seconded by James to amend (Move Treasurer’s Report to item prior to “Parking Lot” to allow Masashi time (late arrival).

**CARRIED**

Allowed opportunity to demonstrate making a Motion and Voting

1. **Approval of Previous Minutes**

**MOTION** made by Lynne, seconded by James to accept the minutes of June 11th as presented.

**CARRIED**

1. **Reports & Correspondence**
2. Principal’s Report **Jody Moss**

This year’s focus is self regulation & assessment.

-Explanation & demonstration of self-regulation stations in Raven Room. Students come in to energize or recharge as needed, form their own plan and use stations as needed. Once done, students return to class ready to learn.

Smooth start to year  
 -Explanation of how class placements work (all of the factors that go into decision making)  
        -able to satisfy all formal requests from last year

1. President’s Report **Paul Moersch**

Changes to Meeting schedule/format

Quick Recap Summer, Sept (so far & upcoming)

-Starbucks donations, organizing donations from businesses (SN)

Upcoming events

-BBQ, H’Ween Party (Thurs Oct 24) – need volunteers

Direction/focus for year

-Involvement

Goal

-Climbing Structure $ raised by end of Christmas concert for install in Spring

Personal goal of passing along knowledge for next year

PSF Grant cleanup from Stream of Dreams – paperwork to be sent in by end of week

1. Treasurer’s Report **Masashi Hirata**

**Fundraisers:** None

**Current Balance Sheet**

|  |  |
| --- | --- |
| **Mountain View PAC** | |
| **2019/20 Balance Sheet (as at July 31st, 2019) \*1** | |
| **Assets** |  |
| General Account | $   1,002.22 |
| Gaming Account | $   6,255.52 |
| Playground Reserve Account \*2 | $   7,349.06 |
| Undeposited Funds | $      445.65 |
| Cash Float | $          0.00 |
| **Total Assets** | **$ 15,052.45** |
|  |  |
| **Liabilities** |  |
| Accounts Payable \*3 | $          0.00 |
| **Total Liabilities** | **$          0.00** |
|  |  |
| **Equity** |  |
| Playground Fund (Restricted) - Playground Reserve Account \*4 | $   7,349.06 |
| Playground Fund (Restricted) - Gaming Account \*3 | $   2,475.50 |
| Playground Fund (Restricted) Total \*5 | $   9,824.56 |
|  |  |
| Extracurricular Enhancement Fund (Restricted) - Gaming Account \*6 | $   3,780.02 |
| Current Retained Earnings (Unrestricted) \*4 \*7 | $   1,447.87 |
| **Total Equity** | **$ 15,052.45** |
|  |  |
| **Total Liabilities & Total Equity** | **$ 15,052.45** |

**Notes:**

\*1 The bank statement for August 2019 has not been received at the time of this compilation, and as such, this financial report is dated to reflect the last date for which all accounts have been reconciled with bank statements (July 31st, 2019).

\*2 The Asset item “Playground Reserve” from the previous minutes has been renamed to “Playground Reserve Account” to reflect the fact that the monies are held in a separate savings account.

\*3 The Liabilities item “Accounts Payable” from the previous minutes represented the monies held in the Gaming Account restricted for use as part of the Playground Fund. This amount has been recategorized to “Playground Fund (Restricted) - Gaming Account” to reflect the restricted nature of the monies, and from which Asset the monies are sourced.

\*4 The Equity item “Current Retained Earnings” from the previous minutes contained both restricted and unrestricted monies. This item has been divided into “Playground Fund (Restricted)”, “Extracurricular Enhancement Fund (Restricted)” and “Current Retained Earnings (Unrestricted)” to reflect the relevant restrictions on the pertaining monies.

\*5 The Equity item “Playground Fund (Restricted) Total” has been added to better visualize the total amount of monies dedicated to the Playground Fund.  The “Playground Fund” is internally restricted by the condition that the monies are to be used to add/update/replace the playground equipment of Mountain View Elementary School.

\*6 The Equity item “Extracurricular Enhancement Fund (Restricted) - Gaming Account” has been added to reflect the restricted nature of the Gaming Grant monies held in the Gaming Account.  The “Extracurricular Enhancement Fund” is externally restricted by the conditions set out in the Community Gaming Grants guideline.

\*7 The Equity item “Current Retained Earnings (Unrestricted)” reflects the monies retained which are available for unrestricted use by the PAC.

**Other Information**

* All Gaming related reporting for the PAC’s L&G file was confirmed up to date by e-mail to the former Treasurer on August 14th, 2019.
* The PAC’s contact at Westminster Savings has been on extended leave resulting in the following PAC's directives to be locked up in e-mail and not processed.

- Addition of signing authority to the Vice President and new Treasurer.

- Removal of signing authority of the previous Treasurer and Member at Large.

As a result, at present, there is only one active member of the PAC executive with signing authority.  PAC is working with Westminster Savings to expedite the correction of this situation.

1. **Hot Lunch Programme (TCBY)**

-Sept 26th forms sent out Sept 9th and are due Sept 18th

1. **Open House/BBQ**

PAC portion of the evening

Organize supplies to be picked up (buns, wieners)

BBQ volunteers, reps to talk to parents, set up and clean up

**Action Items:**

|  |  |
| --- | --- |
| **Name** | **Action Item** |
| Paul, Ting & James | Co-ordinate Costco run for supplies. |
| Don & James | To help with the BBQ. |
| James | Looking into additional helpers. |

1. **Playground Update**

New rep. (previous one v. difficult to get a quote from)

Quote ~$14K installed

Goal of completing fundraising by Spring break / end of year at latest

Need to raise ~$5,000 for structure & install,

still need quote for additional “pod steppers”

1. **Social Night – Nov 9th**

Details, venue, children allowed

Cat & Fiddle, Tickets $20, $10 (kids)

Donors (Silent Auction) – LIST reviewed quickly

Posters, flyers, tickets – shown

$200 Cheque from Westminster Savings!

**Action Items:**

|  |  |
| --- | --- |
| **Name** | **Action Item** |
| Paul | To get copies (11x17) of poster made. |

1. **Parking Lot**

Fundraiser ideas

Perogies

Produce (To investigate for Spring)

**https://www.bcaitc.ca/fresh-you-fundraiser**

**Action Items:**

|  |  |
| --- | --- |
| **Name** | **Action Item** |
| Paul | Confirm date with Kerri to ensure no user groups are scheduled.  Send volunteer call notice near beginning of October. |

1. **Summary & Conclusion**

Next meeting date Oct 4th after the Celebration of Learning & Nov 13th at 6:30pm.

**MOTION** made by Lynne, seconded by James to adjourn the meeting at 8:15pm.

**CARRIED**