

Plaxton Busy Bees Fundraising Society
Minutes
September 18, 2024

Directors:

President - Maria Lindsay
Vice President - Heather Osmond Hoover
Treasurer - Jennifer Mackay
Secretary - Jaelyn Belisle

1. Maria Lindsay called the meeting to order at 8:38 p.m.
2. Welcome/Introductions: Present = Maria Lindsay, Heather Osmond Hoover, Jaelyn Belisle, Jen Mackay, Nola Haynes, Allison Stewart, Jan Davies, Jennifer Gordon, Jette Allen, Jessica Kaupp, Andy Tyslau (Principal)
3. Additions to the agenda:
 - Insurance information for the society (Andy Tyslau)
4. Approval of Agenda: Jan Davies motioned, Jen Mackay 2nd.
5. Approval of Minutes from June 19, 2024; Jen Mackay motioned, Jette Allen 2nd.
6. Updates:
 - a. Set up banking - banking has been set up at ATB (4 Directors are signers on the account; need to have 2 people to make withdrawal)
Benevity: Society is registered under the organization called Benevity - some employers will donate money for volunteer hours to the Society.
Andy has information on grant that has to go through Benevity.
 - b. AGLC License - submitted
 - c. Registered Charity Status application - plan for application
Need to have a budget/plan for the year, will take some time as more information is needed, and more specific plans are made. Prefer to have 1 year under your belt. This is important because then we can issue tax receipts.
 - d. Panago Pizza fundraiser -
Tabled until next meeting.
Action Item: Jaelyn to email Christine Lee to confirm if school council can donate to Society (also ask how much a school council can hold in their account)
 - e. WestJet Raffle - will be registered now that we are registered with Benevity
Action Item: Heather will register with WestJet (potential to make up to \$10 000)
\$20 per ticket, 1000 tickets max. Two trips anywhere WestJet flies.
 - f. Plan for first Hive Night (Sept. 17) & Silent Auction for second Hive night
Bottle drive: Sarah Harmon has account set up for Fine Arts Program. Table the bottle drive for Society until the spring.
7. Plans/ideas for future fundraising (Timeline)
 - Donation Request letter
 - Shared Google doc that outlines who has been contacted
 - Send out via email.

Keep track of which businesses have been or are being asked.

Format for silent auction for November Hive Night (Nov. 21; Thursday 5-7 p.m.) 8-8
Caylee Low may own online auction house (twin auctions)

Action Item: Jennifer Gordon to contact Caylee Low re: auction house.

Donations so far from:

Subaru of Lethbridge (oil change, emergency kit)

Core Ag Inputs (Cooler with School Logo engraved)

Need a deadline of November 1st for donations (Have donations in hand by Nov. 8)

Discussion:

Classes could draw pictures of playground structures they would like to see - hang them up in space that silent auction

Bring a drawing of a playground - get entered to win a prize (kids)

8. Insurance Information (Andy Tyslau)

Andy shared email that the Society is required to have insurance. He will send this email to Jaelyn.

Action Item: Ask Paige Olson/Kaitlyn Krogman to add to Parent Council Agenda - request for \$ to get Society started (insurance costs, etc.) - amount to be donated could be discussed.

9. Next meeting - October 16, 2024

10. Adjournment: Allison Stewart motioned to adjourn the meeting. Jessica Kaupp 2nd.

a. Maria adjourned the meeting at 9:16 p.m.