

Plaxton Busy Bees Fundraising Society  
Minutes  
January 15, 2025

**Directors:**

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

1. Maria called the meeting to order at 7:05 p.m.
2. Welcome/Introductions: Maria Lindsay, Jenn McKay, Heather Hoover, Jaelyn Belisle, Jessica Kaupp, Andy Tyslau
3. Additions to Agenda
  - Jaelyn: Insurance questions
  - Maria: Alberta Society Annual Return
  - Maria: Charity status application (Federal)
4. Approval of Agenda - Jessica Kaupp motioned; Jenn 2nd
5. Approval of minutes from January 15, 2025 - Heather motioned; Jenn 2nd
6. Treasurer report (Jenn McKay)  
Beginning balance = 4286.00; Received cheque from Benevity (\$97.10)  
Closing balance = 4383.10
7. Grant - The Lethbridge Community Foundation  
<http://www.lethbridgecommunityfoundation.org/>  
Plan for grant and application (deadline for grant is in March)

Information night was on Feb. 6 (virtual). The Foundation is looking for people to apply for funding.

Our Society are looking to write a grant to provide funding for Outdoor space; outdoor learning. Natural playground; storage for the outdoor learning space. South side of building. To consider: sprinklers located in the grass.

Outdoor garden? Community garden?

EverActive (organization). Find some ideas

**Action Item:** Heather will contact EverActive for more information and research supporting outdoor learning.

Children have requested MORE places to play at school. They like the playground but they want more places to play. So having an outdoor learning/natural play space would be well received.

**Action Item:** Andy will reach out to Daniel Heaton to find out if there are restrictions for what can be used (e.g. rocks, etc.)

Heather also shared that there is an opportunity through U of L/Polytechnic - potential for

Health Equity funding; partnership - indoor grow the vegetables (equipment). Could potentially start the seedlings indoors, and then move to the outdoor space when it is warm enough (May).

Could we connect this space to land based learning and Indigenous learning?  
Include research for risky play.

Would be nice to include shade tent (See Out Class website for more information)

Will need quotes for pricing to include in the grant.  
Most recipients received between \$5000-10 000.  
Due March 15. Next deadline is October.

**Action Item:** Andy will get quotes for outdoor tables.

**Action Item:** Jenn will get quotes for large rocks

**Action Item:** Heather to start writing draft of the grant for Community Foundation.

**Action Item:** Andy will contact OutClass for more information/quote. (Ultimate package)

To include in the grant: We are looking to build an extension of our current outdoor learning space with the addition of elements of risky play.

Can we include photos in the application?

8. AGLC application has been approved - information webinars available and applying for a Casino and/or Bingo.

Can also do raffles, etc. Information webinars are available. Recommends that all directors attend the webinars (live, not on demand.) Maria will send dates for the webinars.

Both Casino and Bingos require quite a few people to volunteer. Something to consider. Casino may be easier than bingo.

9. Insurance Questions (Jaelyn):

Reviewed document for insurance application.

Don't plan to handle cash at this time. Will do e-transfer, and digital 50/50. Therefore, money is not being stored except at the bank.

No alcohol events at this time.

Include Spring concert 50/50 (digital) on application form.

Will have annual operating budget of \$0 for this year.

In the future, the form may be different. For now,

**Action Item:** Jaelyn to complete form; if possible use direct debit from bank account for payment.

10. Society Annual Return: Maria shared that annual return needs to be completed. Due end of April. Need a financial statement from AGM;

\*Review Bylaws - WHO is auditor? (Role/specific person?)

\*When was AGM meeting?

Incorporation date March 5, 2024.

11. Charitable Tax Status: Maria will bring more information on applying. At next meeting; include vote/discussion for completing application.

12. Addition: Rafflebox - used at Wilson (online 50/50). Would like to use at Spring Gala for fundraiser. Need raffle license #. \$100 page start up fee. 7% fee to rafflebox from your 50/50.

**Action Item:** Jessica will look into an account and whatever other requirements there may be. Cost for using the online platform, etc.

**Action Item:** Maria will look into the AGLC requirements.

13. Next meeting: Virtual meeting to review grant application: February 26 @ 7:00 p.m.  
In person meeting: March 19, 2025.

14. Adjourn: Jenn McKay motioned to adjourn Heather 2nd.  
Maria adjourned the meeting at 8:26 p.m.