

Hawthorne PAC Committee Spring Fair 2023/24 Meeting

Date: June 8, 2023

Start Time: 7:05 pm

End Time: 8:21 pm

Attendees: Jim Hope, Shay Jordan, Heather Morris, Chelsea V, Kim E, Kim L, Lindsay, Stephanie, Ashley, Heather, Tracy, Grace

Zoom: Keith

This meeting was called to order at 7:05 by Shay Jordan.

School Enhancement Committee Reports:

Fruit & Veggie Program – Tanya H. & Grace B.

-This program is now done for the year and everything is ready to go for next year.

Walk To School – Chelsea V.

-Wednesday, June 14th will be the next one.

-Parent appreciation will be the same day (June 14th).

Yearbook – Patrece B.

-162 yearbooks sold so far.

-Patrece has a deal with Darby Photos regarding having 250 books printed. If we do not get that many sales, the PAC may lose money on it because we do not make a profit off of them.

-Jim mentioned he would like to purchase maybe 3 copies for the school library.

I, Heather Morris, put forth the motion to purchase 3 yearbooks for the school library out of the PAC's General Account.

Motion Passed.

-Heather Morris said she would purchase them under her name and get reimbursed for them after.

-Heather Morris suggested to make a post on the Facebook page saying that people can use up their credits on the MunchaLunch website where you are able to purchase them.

-Kim asked if there was an average of yearbooks sold based on past years. This will be looked into.

Fundraising Reports:

Hot Lunch – Stefanie V.

-Shay mentioned that we have solidified a fantastic Hot Lunch Committee next year which is great.

-We will be doing one a month next school year, possibly two if there are more volunteers.

Spring Fair

-Shay mentioned there will be many facets of the fair next spring and volunteers are desperately needed to make this run smoothly. There are 5 or 6 ladies that are interested that have spoken to Shay so far.

-Shay also mentioned that if there are not enough volunteers, it may be postponed until the following school year. She also said that the planning and preparation need to be done a year in advance so the planning needs to start now because other schools are using things like dunk tanks and such at the same time in other areas as well.

-Shay also said there is a binder that she cleaned up a bit that can be used by whoever needs it.

-Kim mentioned that they need committee volunteers because they will be the ones planning it and we really need those people to start off. Shay said we need one or two people to oversee everything and make the bigger decisions and then 30+ volunteers in addition.

-Heather Morris said that in the past the fairs were held on a Thursday evening from 4 pm to around 8 or 9 pm. It was talked about potentially holding it on a Friday instead.

-If you or anyone you know is interested in helping out in any aspect, please let Shay or Kim Lundgren know asap.

Executive Communications Reports:

-The Teacher Appreciation Luncheon is June 13th. There have been some donations and sign ups but a cleanup crew is still needed. Shay said she will post about this. This will be a catered event. Thank you to all who donated and for volunteering as well.

-Three people have come forward in regards to the executive positions.

I, Shay Jordan, appoint Keith Hooper into the Treasurer position.

I, Shay Jordan, appoint Kim Englestad into the Secretary position.

I, Shay Jordan, appoint Lindsay Halliday into the DPAC Rep position.

Treasurer Report:

-Return-it Depot gave us \$190.80.

-The projector mounts for 4 were budgeted at \$3600 but it ended up only costing \$3280 so Heather wanted to vote on potentially purchasing 5 instead and upping the budget to \$4100 or just keeping the 4. The projector mounts and wiring were budgeted for \$900 but they ended up only being \$820 a piece. They decided to do a vote for 5 and they will revisit getting more in October.

I, Heather Morris put forth the motion to purchase 5 projector mounts by increasing the budget by \$500 to \$4100.

Motion Passed.

-Someone asked a question regarding if we have enough funds to purchase 5. Heather stated there was about \$34,000 in our general account.

-The Gaming Grant has \$5993.80 which some of it will be spent on the Capoeira and field trips are also happening as well to use that up. The money is divvied up per child and needs to be spent by the end of the school year. The application needs to be submitted by June 30th and typically we hear back in October. In November, a very detailed report needs to be done to show the government the allocation of the cheques. The money does not go away in a sense but most, if not all needs to be spent.

Principal's Report:

-Capoeira presentation by the classrooms on June 9th.

-Class building has started for the next school year.

-Grade 7's had their tour of the high school and they are prepping for next year. Their ceremony and luncheon are on June 28th. The yearbooks get handed out the same day to them.

-Sports Day is on June 23rd.

-Last school day has early dismissal at 10:30 am on the 29th and report cards go live that day.

*****Shay has decided to resign from her position as PAC President so the position is open to anyone who is interested. There needs to be an interim appointed in the meantime in order to keep our gaming grant because all executive positions need to be filled. However, she will still be president for the remainder of the year. This can be a co-position also.**

-Kim Lundgren is going to be appointing committees for next year as we officially do not have any at the moment. Fundraising, Walk to School, Hot Lunch, Communications (DPAC; social media; website) etc.

-Talked about Members at Large and potentially having a special meeting regarding this committee next year.

-Stefanie volunteered to help out with the calendar for next year and Shay said she needs to work with Kim Lundgren on that. Jim said he can work with her and do a rough draft of one with Spring Fair and one without and also the fundraisers. This calendar will have the dates of the Ski Trip and Camp so people are more aware. Hot Lunch is not accounted for on the calendar so Aimee said she would go over the dates for next year with whoever takes over.

Meeting Adjourned at 8:21 pm

Minutes Submitted By Michelle Baldwin

