

Minutes
Wed. August 24, 2005
West Edmonton Playschool

Commenced at 7:08 pm

Attendees: Donna Donnelly, Holy Cowan, Jane McEwen, Melissa Hillaby, Elaine Merrick, Brent Maloney, Dawn Dowd, Maureen Seltzer, Bertha Swanson, Trina Espinosa

Regrets: Marguerite Maloney, Trevor Merrick, Doris Yuen, Laura Beaudry, Crystal Tyce, Carrie Merrick, Cathy Heyza, Tracy Wlasichuk

1. Additions

2. Approval of Minutes: Tabled until next meeting

3. Introductions

4. Information

a. Teacher Update: Melissa has resigned; interviews have been done; two mock classroom settings will be done; executives will be notified further.

b. Newsletter: Interesting ideas are needed; please send to Doris; info to be out A.S.A.P. Possible recipe of the month from Dawn; mini newsletter for AGM. **Brent** to see about photocopying for us.

c. Insurance: \$622 annually; funds to come out of casino monies

d. Website: Keehan is changing up the format; He has put info about name and logo contests; Our name has been renewed; Changing provider, the new fee will only be \$5 U.S

e. Budget Review: We have quite a bit of money from last term; It is quite high and we should try to only have \$2000- \$3000. at the end of a school period; If you bring in a receipt , Please label it under one of the categories found on the Financial budget, this will help clear up the “miscellaneous”

5. For Decision:

Minutes
West Edmonton Playschool

Wed., May 18, 2005

Attendance: Donna Donnelly, Trevor Merrick, Doris Yuen, Holly Cowen, Brent Maloney, Tracy Wlasichuk, Dawn Dowd, Cathy Heyza, Maureen Seltzer, Bertha Swanson, Crystal Tyce.

Regrets: Laura Beaudry, Jane McEwen, Elaine Merrick, Melissa Hillaby

1. Additions
2. Approval of Minutes of April 20, 2005 – Errors noted are: a. date should read Wed., April 20, 2005, b. In part 7a, Casino date should read June 27, c. In part 6b, the date should be May 28. **Otherwise minutes approved by Dawn and seconded by Crystal**
3. Introductions
4. Information
 - a. Executive dinner confirmed for Monday, May 30 at 6:30 pm. At the Olive Garden Restaurant.
 - b. School pictures for 2005-6 year are being booked now by Crystal. **Action: She will confirm dates with the teachers.**
5. For Decision
 - a. June cleaning date is confirmed for Thursday, June 2 from 9 – 3pm. The teachers will be at the school that whole time sorting and organizing. All cleaners to pick a 2 hour window in that time to come and help. **Action: Carrie to call cleaning people.**
6. For Discussion
 - a. Year-End picnic – we have received some donations for food. Food will be hot dogs, chips and leftover pop and maybe Popsicles. We will rent a Jumpy thing and Bag of fun. Rain out date will be Sat., June 4. Sign up sheets available in school.
 - b. 4-year-old T/Th pm class – at present only one person enrolled. Discussion ensued and concluded that we should keep the class as stands and monitor the enrolment status.
 - c. Playschool Evaluations – due Fri., May 30. Please remind and encourage people to sing their names and get them in on time.
 - d. Playschool Logo – we are considering developing a logo over this summer. Action: Donna will design a logo contest.
 - e. Magician – Discussion about hiring a magician to appear at the summer year-end party. For \$120 there would be a magic show and he would also make balloons at a cost of \$2 per balloon. We concluded that the magician would be better for the carnival than the year end party.
 - f. Fall Carnival – Date is set for October 1. Committee members currently are Crystal, Donna, Bertha, Holly and maybe Marguerite. **Holly motioned that all families must sign up for an event (Silent Auction or Carnival at the AGM). Seconded by Doris.**
7. Updates
 - a. Casino – The date again is June 26 and 27. Barb is currently recruiting volunteers and things are progressing well.
 - b. Silent Auction – Donna reported that the attendance numbers were down significantly this year, but our volunteers were wonderful. All items were sold, the food was excellent and in conclusion it was very successful.

- c. Teacher's reports – tabled
- d. Treasurer's reports – Forecast will be ready next week. A draft budget will be presented next month for approval. Fundraising cheques will be cashed next week (Tues) with return cheques ready for Wed, Thurs and Friday. Cleaning cheques will be reviewed with each class co-ordinator and sorted out.
- e. Registrar's report- Squirts enrolment increased by 1.
- f. Co-ordinator's reports: Tracy – queried about families rostering when their child is absent from school. Answered that it is appropriate, as each family needs to honour their obligation to roster.
- g. Fundraising report – Question raised about the total amount that we fundraised this year.
Action: Brent to calculate and inform the executive at next meeting.
- h. Community League: Maureen reported that the broken ghettoblaster actually belongs to the playschool and will need to be repaired by playschool. Some of the vents in the big room have been fixed. August 24 has been booked for the AGM.

8. Rounds

Agreed that there be an AGM newsletter printed for Aug 24.