

Kinosayo Parents Association

Meeting Agenda - November 4th, 2024

1. Introductions, Welcome message

2. Approval of agenda

- a. Errors or omissions from this agenda: Add in - approval needed for gift certificate spending
- b. Noted that the date of the next meeting on the agenda is incorrect
- c. Agenda is approved

3. Approval of previous minutes

- a. Minutes are approved

4. Progress Reports

a. *Megan - KPA Treasurer Update*

- i. As of October. 31 - \$32, 544.27 in the bank.
- ii. Earnings total just under \$6,500 in October from Halloween dance as well as the start of Bear Tracks sales.
- iii. Casino account balance \$1,240.49.

b. *Meg/Megan - Halloween Dance Update*

- i. Last year the dance made approximately \$5,600; this year just over \$5,000.
- ii. As Megan will not be at Kinosayo next year, a new halloween chair is required.
 - Kayleigh volunteers.

c. *Mike - Playground Update*

- i. Update from NM Ross:
 - There has been progress. St. Albert has a new city representative. Initial conversations and application paperwork with the city has begun.

- Applying for 2 major grants - a community grant and the CFEP.
- This playground is intended to be inclusive.
- In January we will have the opportunity to start having input. Waiting first on the city assessment and approval of the application.
- We can start fundraising now - parents can reach out to any organization that we have a connection to that does community outreach, etc. and start to get the word out.
- Attendee comment/question: can we come up with a “pitch” to present to companies/groups? Answer - yes. Mike is working on that with NMRoss.
- Attendee comment/question: Kraft/Heinz - have something that supports playgrounds - can be found on their website.
- Attendee comment/question: Being more clear on what fundraising is going towards would be very helpful, ex. 25% of profits will be earmarked for...”. Answer - we are unable to earmark funds.

d. Any Support needed

i. None indicated.

- Attendee comments/questions:
 - Insurance renewal - premium doubled for high fundraising goals
 - We are casino eligible, waiting on ALGC approval
 - Jen to look into Kraft-Heinz partnership; local restaurant franchises
 - Regardless of grants, we still need to raise a lot of cash
 - We need to advertise the playground upgrade - ex. “we need \$XXXX to build this inclusive playground” - Can we create a document to send home? Answer - Yes, we will look into it.
 - NMR is a registered charity, Kinosayo is not, therefore we cannot issue tax receipts
 - a. St Albert community foundation can issue receipts, possible to partner with them
 - Who oversees the design of the playground? Answer - It will be reviewed multiple times before finalized.
 - Coming back to becoming a registered charity would require a parity tax form.

- For next meeting - Can Mike come up with an ideal # for us to fundraise towards?

e. *Sheyanne - BearTracks Update*

- i. Drop-off Dates - November 13th
- ii. Are any volunteers needed? Yes, confirmed one.
- iii. 105 pails sold to date, \$1300+
- iv. Will have forms available at parent teacher interviews
- v. Will needs cheque by Friday

f. *Kelsey - OneStopShop*

- i. Drop-off Dates - December 5th
- ii. Volunteers needed - currently have 4 volunteers

g. *Parent Teacher Concessions - Kristy*

- i. 3 volunteers needed each day, Karen volunteers
- ii. Selling hot dogs, popcorn, pop - set up in the front lobby
- iii. Another volunteer needed to run concession in the future - Karen volunteers

h. *Margot - Santa's Workshop - 5 weeks left*

- i. Only 5 weeks left until Santa's Workshop! Date will be confirmed next meeting
- ii. Streamline the volunteer sign-up process - avoid email chains
- iii. Inventory needed on fabric bags - Karen volunteers
- iv. Facebook advertising - Angela volunteers
- v. Pricing party - Volunteers required
- vi. Location TBD - Likely in the library

5. New Business

- a. Meeting minutes -request to send minutes to parents:
 - i. Angela B will send them to Angela G/Lisa to include in S'more
- b. Q1 Newsletter
 - i. Megan - has been providing progress reports quarterly, will continue quarterly with brief monthly updates in S'More
 - ii. Fundraising idea - Holiday Photos at Santa's Workshop
 - 1. Angela B has experience in this, will circle back to Jen with this
- c. ZEFFY app

- i. Would this be useful for fundraising events?
 - 1. A free fundraising app that could be used at concession stand, to sell tickets, etc.
 - 2. Agreed - this would be useful, Jen to look into
- d. Approval needed for Halloween Dance spend on gift cards - Approved

6. Agenda Items for Next Meeting

- a. Santa's Workshop date needed
- b. Next Meeting: Monday, December 9th at 8PM, meeting adjourned at 9:20pm