

# Kinosayo Parents Association

*Meeting - March 3rd, 2025*

## 1. Introductions, Welcome message

- a. **Welcome Mike Heinen, our new treasurer**
- b. **Jen not able to attend, Mike H leading the meeting**

## 2. Approval of agenda

- a. Errors or omissions from this agenda - none
- b. Agenda approved? Motioned and approved

## 3. Approval of previous minutes

- a. Minutes are approved

## 4. Progress Reports

### a. **Megan/Mike H - Treasurer Update**

- i. *Transition to Mike H taking over: complete*
  - *Signing authority still sits with Megan; ATB will reach out when we can add new signatures to account*
  - *Jen had a meeting with ATB, awaiting info on this*
- ii. *Healthy hunger Cheques - if someone can check the mailbox, if not I can stop in tomorrow AM and grab anything there.*
  - *Healthy Hunger are reissuing any missing cheques*
- iii. *Kasia from Healthy Hunger has asked us to approve additional thermal bags → 6 bags @ \$4.29 each + GST*
  - *Vote to approve 30\$ from the budget for these?*
    - a. *Motioned and approved*
  - *Note - We had approved 6 additional previously, looking for 6 MORE bags - motioned and approved*
- iv. *KPA balance at \$40,995.54 (+\$650)*

### b. **Kelsey - Fundraisers Update**

- i. *Kelsey is on holidays and will update us when she returns*
- ii. *March Fundraisers: Purdy's, Wilhawk and Little Caesars.*

### c. **Mike L - Playground Update**

- i. *Mike is meeting with representative of City Of St Albert (Dean), maintenance and Courtney from Neil Ross next week,*
- ii. *After a visual assessment it seems that the playground base is in good shape, no changes required on border, however drainage needs to be repaired. Considering extending playground towards Kinosayo, depending on budget and fundraising*
- iii. *Accessibility remains the #1 priority. After more research, it's been found that the pour-in-place surface comes in very high budget-wise, and maintenance is also costly. Repair will be the responsibility of the school, not city maintenance due to COSA budget. NMR and Kino parent associations will be in charge of maintenance.*
  - *Question - Can we do half with the pour-in-place surface? No - this will reduce accessibility and potentially warranty.*
  - *Question - Have we considered making the playground smaller? Is it possible? Yes - plans are not set, we haven't finalized the budget yet.*
- iv. *September 15, 2025 - CIFA grant application due. Grant provides \$100-125,000 matching, we must have this cash in the bank to receive grant*
  - *Neil M Ross has \$35,000+*
- v. *Grants and sponsorships are where we will get the remainder of cash flow - word of mouth and parent involvement is important*
  - *Look into alternative sources for grant opportunities: Foresters, Sandbox Insurance, Shriners, Rotary, service based groups, Canada Post, Home Depot, etc.*
  - *Donor wall - brick wall at front of school will be removed and replaced, recognizing logos and names of donors.*
    - a. *Need to specify donor limitations and requirements*
- vi. *Question - When are we aiming to complete? - Hoping for Fall 2026*
- vii. *Parent/community donations:*
  - *Cheques can be written to school division, noting funds to be spent on playground. Funds will be held in trust, and can receive tax receipts.*
  - *School board cannot release funds to Kino specifically - there must be a note on cheque specifying Kino playground*
- viii. *Question - How quickly does the playground get installed? - Over the summer, very quickly*
- ix. *City of St. Albert grant was less than agreed upon last time, have we discussed this with them? - Yes it's been discussed.*
- x. *Question - What is the minimum for tax receipts? - \$20 minimum*

- x. *No limitations on donor wall in regards to what it will look like*
- xii. *Before getting quotes a new needs assessment should be completed, last assessment was 3 playgrounds ago - speak to other schools.*
- xiii. *Question - Will there be swings? We don't have enough swing sets - they are good for neurological development and sensory processing. - Swing sets leave a big footprint, take up a lot of space, which is why they are not as common now.*
  - *Krista volunteers to provide input on playground needs*
- xiv. *Lisa question to Mike L - Can you look into the warranty, # of years and requirements for warranty? Dual surface needs to be considered in warranty claims. - Mike will look into this*
- xv. *Jen question to Mike L about creating a spreadsheet for fundraising - agreed.*
- xvi. *Megan question to Mike L - will there be a package put together to take to businesses with "donate the amount and get this size plaque."? - Yes we will have this made*
- xvii. *Zeffy fundraising app - donors receive an instant tax receipt back, can we start this for the wall?*
  - *KPA cannot do this (not registered as a charity) St. Albert Public Schools can? Check with Lisa*
  - *Looking for an accountant in the school family*
  - *Question - Could Kinosayo raise money for St. Albert Public Schools so the tax receipts from St. Albert Public Schools? No - you can do a donation through St. Albert Public Schools with a note for where it goes*
  - *Creative accounting ideas - Can we get the funds directly and then keep a list of donators to issue tax receipts to? - Yes*
  - *Question - does the person receiving the donation issue the tax receipt?*

## **5. New Business**

### **a. Santas Workshop lead →in process!**

- i. *Margot and Jen have chatted with Tania and she would like to meet for coffee and discuss further.*
  - 1. *Margot is exiting*

### **b. New Fundraisers**

#### **i. Working on this**

### **c. New business: New WhatsApp group for KPA members**

- i. *Jen will start a group chat tonight*

### **d. Agenda Items for Next Meeting**

- i. *Next Meeting: Monday, April 7th at 8PM*

### **e. Meeting adjourned 8:51pm**