



Woodbridge Farms Parent Association Council Minutes

Monday, November 27, 2023, 7:30 PM
Woodbridge Farms Elementary School/Virtual

President: Nana Thaver
 Vice President: Jessica Cook
 Treasurer: Taryn Breynton
 Secretary: Mel Fawcett

Agenda Item	Notes	Actions
1.0 Welcome	Called to order: 7:34 p.m.	
2.0 Old business and approval of last meeting's minutes	<p>7:34 p.m. Julie motions to approve September minutes. Jess 2nd. All in favour.</p> <p>7:35 p.m. Julie motions to approve September AGM minutes. Marco 2nd. All in favour.</p> <p>Urgent meeting of parent council executive October 13, 2023. Meeting minutes to be reviewed for approval in January.</p>	<p>Approved as circulated</p> <p>Approved as circulated</p> <p>Present Oct.13 minutes in January</p>
3.0 Approval of Agenda	<p>7:36 p.m. Alexia motions to approve the current agenda. Leanne 2nd. All in favour.</p>	Approved as circulated.
4.0 Treasurer Update	<p>7:37 p.m.</p> <ul style="list-style-type: none"> ● Bank Balance: \$19,193 ● Profit: \$3.487 	

<p>5.0 Fundraising Update</p>	<p>7:38 p.m.</p> <ul style="list-style-type: none"> ● Halloween Dance Update <ul style="list-style-type: none"> ○ Future considerations- Results from survey <ul style="list-style-type: none"> ▪ Sensory Hour ▪ Quiet zone, seating outside of gym ▪ More seating in gym, brighten lighting and lowering audio ▪ Manage entrance and concession traffic. ○ Date for Halloween Dance 2024 – Friday, Oct 25, 2024 ● Fall 2023 Read- A- Thon Update- Jess and Taryn <ul style="list-style-type: none"> ○ Raised \$5,500 ○ Positive feedback from students and volunteers. ● Wee Wonderland – December 13-14th <ul style="list-style-type: none"> ○ Volunteers needed – Sign Up Genius to follow ● Hot Lunch Update <ul style="list-style-type: none"> ○ Bins Request <ul style="list-style-type: none"> ▪ 12 new bins requested total \$341.23 ▪ Wee Wonderland can also use new bins ○ Feedback on idea for vendors / lunch ideas ● WEM Water Park \$35 <ul style="list-style-type: none"> ○ Rental Hours <ul style="list-style-type: none"> ▪ Friday 5:30 p.m. to 8:30 p.m. (low season) 6:30 p.m. to 9:30 p.m. (high season) ▪ Saturday/Sunday 7:30 p.m. to 10:30 a.m. or 6:30 p.m. to 9:30 p.m. ○ Pricing includes all staff needed. 25% non-refundable deposit (max of \$5000) to secure date. Remaining balance is due upon ticket pick up. Latest time to pick up the tickets is 1 month prior to the event. ○ Minimum resale price is \$35 <ul style="list-style-type: none"> ▪ 750 Tickets \$20,000 ▪ 1000 Tickets \$25,000 ▪ 1800 Tickets \$40,000 ○ Insurance Update – Follow up needed <p>Questions: None</p>	<p>Inventory bins. Move to Jan. meeting.</p>
<p>6.0 Funding Requests</p>	<p>8:30 p.m.</p> <ul style="list-style-type: none"> ● Hot Chocolate & Cookies for students December 19th 	<p>Approved as circulated</p>

	<ul style="list-style-type: none"> ○ Leanne motions to approve \$300 for cookies and hot chocolate. 2nd by Jamie. All in favour. 	
7.0 New Business	<p>8:41 p.m.</p> <ul style="list-style-type: none"> ● Buddy Bench – Brainstorm ways to honour retirees. ● Harvest Basket <ul style="list-style-type: none"> ○ Italian center open to donating food in January. ○ Discuss with Save on Foods ● Staff Appreciation <ul style="list-style-type: none"> ○ Committee to form under school council to organize future events. ○ Dec Event – Italian Center Platters during last week of class. ● Munch-a-Lunch <ul style="list-style-type: none"> ○ Allows the digitalization of fundraisers, hot lunch and other school events. ○ Jess will assist with launching the program for Wee Wonderland 	Move to next meeting.
8.0 Announcements	None	
9.0 Adjournment	<p>Meeting adjourned at 8:55 p.m.</p> <p>Next Meeting Dates:</p> <ul style="list-style-type: none"> ● January 15, 2024 at 6:30 p.m. ● March 11, 2024 at 6:30 p.m. ● May 13, 2024 at 6:30 p.m. 	