

Okanagan Falls PAC

Agenda

OFES December 3, 2024 at 6pm

1. Welcome and call to order

a. Introductions

- a. In attendance: Alisha Hardy, Erin Lang, Chantelle Bruwer, Chelsey Fairweather, Erin Miller, Joey Miller, Christine Muenwier (sp.?), Karen Poole, Kandis Lipsett
- b. Call to order at 1800 by Alisha Hardy

b. Adoption of agenda: Erin and Chantelle

- a. Adopted: Erin Thorne
- b. Seconded: Chantelle Bruwer

c. Approval of minutes from November meeting

- a. Motion to approve: Kandis Lipsett
- b. Seconded: Chantelle Bruwer

2. Reports

a) School Trustee—Sholeh Pickell—Board Report—Read by Erin Lang

b) Administrator-Katie Poole

Summary:

- Dog poop is an issue, Div 6 helped to clean up after dogs. Signage has been requested and information has been placed in newsletters.
- Penticton Vees came to visit today with the coach and promotions person.
- Mrs. Brown has to leave us after Christmas. Charity Symballius (sp.) will be joining us and help with Prep. Art, Music, French and Technology.
- District volleyball tournament will be on Thursday. Two mixed teams will go to the tournament.
- Food drive is on its way, goes to helping hands.
- SOWINS fundraiser was a success, it raised more than expected allowing for donations to support more than one family.
- December 18 at 6pm is the Christmas concert rehearsal.
- December 19th a presentation in the gym for slideshow and a sing-a-long will happen in the gym on that day.
- Pancake Breakfast is on December 20th volunteers are needed.
- Bobbi Bavenzi is \$2200 for a full week, with a performance at the bandshell. This will be \$400 for a half a day. Thinking June.
- Liam Moen was going to come the first week of February and now we are thinking about May and honorarium is considered.
- Lacrosse is coming on February 11.
- Parkour, emailing back and forth
- Ice skating is January 14, 21st. Kindergartens are going this year.
- Swimming is also booked for February and March in Summerland.
- Pink the Rink February 6th \$18 Adults. Kids \$14 food combo

c. Treasurer Report—Erin Lang

Chequing account is: 4352.77 Balance has been paid to the Christmas cards and Yearbooks.

Budget: Waiting for payment from the legion for the volunteer efforts during the meat draw. If all of the fundraising money is received as expected, it will exceed our fundraising expectations.

3. Business:

a. Meeting times: end the meeting at 7pm and defer new business items to the next meeting. No motion or second was made. More discussion to follow.

b. Gingerbread craft: Request was for a craft budget
Motion 100 per activity group, \$700 in total for the school.

Adoption: Kandis Lipsett

First: Chelsey

Second: Christine Nunweller.

c. Market Debrief:

Summary: Many volunteers and lack of organizational structure created communication issues. Recommendation is to discuss with Chelsea options for solutions for next year.

d. Open discussion at the end of the meeting

Summary: Ivy Yoder requested open discussion at the end of meetings

e. Exec update

Summary: Executive update: Angela has resigned from secretary. Alisha has moved into chair role and Kandis Vice Chair.

Adoption: Kandis Lipsett

First: Ivy Yoder

Second: Christine Munweir (sp.?)

PAC is making a call out for a secretary.

f. Pancake breakfast:

Summary: Gathering supplies for pancake breakfast is on track. A call out for volunteers is required. This is scheduled for December 20th.

g. Holiday cards & Raffle Tickets:

Summary: Cards and Raffle tickets still need to be sold. Forms to parents to purchase raffle tickets.

h. Meat draw:

Summary: Erin to discuss with the legion. Legion is requesting that PAC does 2 raffle draws per month. Looking for volunteers. Approximately 3 hour shifts per meat draw.

i. Rafflebox

Summary: A discussion about which method to run the 50/50 occurred. The discussion included the use of Rafflebox and to accept the following fee structure:

Fee Structure: There are no upfront fees to starting a Rafflebox fundraiser! We charge 7% of total funds raised and a \$100 activation fee, charged once the raffle is complete. We also use Stripe as the credit card processing system, and they charge a per transaction fee of 2.9%+\$0.30.

Here is a financial breakdown example based on a 50/50 with \$20,000 in ticket sales:

Winner – 50% - \$10,000

Organization – \$7,900

Stripe fees - 2.9%+\$0.30 per transaction - ~\$600

Rafflebox Fees – 7% of total funds raised plus \$100 activation fee - \$1,500

Motion to use Rafflebox: Alisha Hardy

First: Kandis Lipsett

Second: Erin Miller

- j. Community Partners: No update
- 4. Wrap-up:
 - a. Skaha Matters and Facebook communication for January/February
- 5. Next Meeting—February 7, 2025 @ 6pm
- 6. Adjournment: 7:30pm.