

## Comox Valley Montessori Society Monthly Meeting, Sept 15, 2010

Present:

Sherry Turnbull	April Brosko	Tammy Clark
Michelle Burry	Klara Buckle	Skye Myrbo-Hill
Brent Boan	Shawn Buckle	Kristina Jespersen
Michelle Hawkins	Dave Ogilvie	Shelley Schorno
Sharene Popiel	Jenn Johnson	Ian Harvey
Corinne McNamee	LeighAnn Vaughan	Erin Walsh
Rosanne Gerritsen	Jeff Nickerson	Stacey Fisher
Kathy Roberts	Shelley Nickerson	Mina Morehouse
Kellie Sagadore	Theo McGee	Ocean Varney
Andrea Rowland	Danny White	Cat Dextrase

### 1. Call to Order – 7:40

### 2. Introductions

### 3. Adoption of the Agenda

It was regularly motioned and seconded that the agenda be accepted.

CARRIED

### 4. Minutes

It was regularly motioned and seconded that the minutes be adopted from JUNE 2010.

As Amended

### 5. Reports

#### 5.1 Administrator's Report-Andrea Rowland;

35 new registrations this year there is a waitlist, needed to hire a new TOC to fill a classroom. VP Kyle Timms has been sick since the beginning of school.

Andrea is driving some kids home after school as there are no spaces on the buses.

Trying to work out the buses, getting kids to bottom of hill and designate the ones able to walk. Calls going home to each parent.

Contemplating opening up a Montessori class to other students. There are lots of factors here involving ratios recommended by the Montessori Board. It was decided to add the guiding principles to the website, Ian agreed.

### **Trustee Report added : Danny White**

Not much to report, some change of positions at the school board. Waitlist currently at 2 High Schools, busing problems with some high schools. Queneesh has bus problems as well

### **5.2 President's Report-Shelley Schorno;**

Shelley welcomes everyone to the meeting and sends warm welcome to the new K parents. Discussion on program growth; Outfitting each new classroom takes \$20-30,000 that the board expects to grow by one classroom per year, but if we wanted to grow by 2, we would need to increase the budget to at least \$40,000 (\$20 per class).

### **5.3 Treasurer's Report-Michelle Burry**

\$32,000 budget, 94% for material and setting up classroom insurance etc. Parent donations is the bulk of our fund. May is year end, Michelle is welcoming anyone to view the paperwork. Need to do inventory for insurance, and for revenue purposes. Need volunteers for inventory of supplies.

September is the busy month for donation. Expressing again for donations needed is the following; address postal code and all particulars. Ocean will add this information to her donation letter.

Set up envelopes in primary classrooms for parent donations. It was decided to have a drop box in main foyer near bulletin board. LeighAnn Vaughan has volunteered to purchase and organize the drop box. Also she offers to pick up supplies in Vancouver as she gets 50% off Ferry costs.

### **5.4 Correspondence –Sherry Turnbull**

Few emails regarding our mailing address, a few new members subscribed and a few have requested to be taken off the list.

### **5.4 Inventory-Lisa Wilcox**

Lisa was absent

## **6. Old Business**

### **6.1 Report on welcome/donation letter-Ocean Varney**

School supplies; are to be organized by the individual teacher as to how they want to have them purchased. Most teachers have already sent the letters home to parents.

Donation letter is going out, in past trouble keeping track of and asking for parent donation. It will be a detailed letter, recommending the amount and attached will be the current budget, Also making to clear on how to donate, and what the money is being used for. Tax receipt info will also be present. Ocean will also be sending out Thank-you letters to family's when they have donated. Ocean wants to use this first letter as a trial, and wants to keep this a sensitive topic.

## **6.2 Fundraising-Art Auction**

It was agreed upon that we continue with the Art Auction this year as we have business's already willing to donate, and people in the community that count on this event. It was mentioned that this takes a lot of man-power and as of now we currently have no volunteers for this project.

## **7. New Business**

### **7.1 Fundraising Presentation-LeighAnn Vaughan;**

Fundraising workshop she was recently apart of, hopefully can work in our favour. She reminds us bottom line is raising money for the cause, and art auction as she states has a low return at approx .17 per hour. She suggests we need an event that gives us the best possible return for our hours put out. Suggest we need a database of our public donors. It was also suggested that a newsletter and database be created to keep the previous donors-donating. LeighAnn volunteers to create the database and ask for a helper to create the newsletter.

Ian will help to create an online newsletter.

It was suggested to have a separate fundraising sub-committee.

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The meeting was adjourned 8:35

Commence round table open discussion