

Comox Valley Montessori Society Minutes
Jan 25, 2012

Present:	Sherry Turnbull	Michelle Burry	Shelley Schorno
	Erin Walsh	April Brosko	Ocean Varney
	Anna Palumbo	Wendy Melanson	Amy Melanson
	Courtney Pozzolo	Wendy Muss	Kristi Walker
	Sharene Popiel	LeighAnn Vaughan	Tammy Clark
	Korina Rushton	Ian Harvey	Jenn Johnson

1. Call to Order – 7:36pm

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 2012.

5. Reports

Administrator's Reports:

Dan Costain: Absent tonight, Ocean shares that he did attend the PAC meeting. School business was discussed Ocean will share any Montessori business on his behalf.

Trustee Report: Absent

Presidents Report: Ocean Varney: Teachers are currently working on a project to make sure the Montessori materials are in comparison to BC curriculum. 2 qualified teachers have applied to the open position. Dan is conducting phone interviews. Ocean and Danielle have been working on the thank you letters for donations. Info night is set for Feb 2nd and we have lots of volunteers and are in good shape for that.

Treasurer's Report: Michelle Burry: Tax receipts are ready from the Tea and parental donations, if you know anyone that is expecting a receipt please direct them.
Bank-Approx. \$20,000 after we pay Lisa for some materials that were purchased(\$4,257)
Parent Donations since June 1st-\$13,857. Plus post dated cheques of \$1,150
Fundraising-\$800(plus approx \$300 from this month's Fundscrip) \$300 from Ziva Spa fundraiser \$1,044 from Fundscrip(includes \$428 owing from December)
Expenses since June 1st-approx \$11,600 Includes inventory purchases sine June 1st of approx \$9,668(\$4,257 payable out of account still)

Correspondence: Sherry Turnbull: Lots of emails regarding kindergarten registration date and info night. As well as general registration info. Many families asking to have

time to view a class in session and meet the Directresses. Will send out an email to the membership regarding the registration date which is Feb 16th and 17th and 15th for siblings.

Inventory: Lisa Wilcox: absent

VP/Fundraising Report: Erin Walsh/LeighAnne Vaughan

Liaisons met last night: big surge in orders for December but lacking in the other months.

They would like to see a push in getting more orders. They are proposing an idea of the cvms purchasing \$500 worth of gift cards and having them available to purchase on the spot. They are also setting up an email account to email orders in. Erin will take care of the paperwork and a check will just get dropped off in the cvms mailbox. New email address is cvmsfundscript@gmail.com

Would like to run a promo for anyone that places an order online for February would be entered to win a \$50 gift card. This is to encourage parents to place order online and eliminate the paperwork being done by Erin.

LeighAnn shares a brief rundown on what else was discussed, they reviewed all shutter fly sites and compared them-they discovered there was a very strong and consistent format even though it was unintentional.

They clarified their job description-communication between parents, teachers and the board, linking them all together for flow of information between the 5 divisions. They make themselves very present outside the classroom, always available to parents.

There is still Stephanie Custer's that class does not have a liaison.

Erin has been acting as Liaison but has many other cvms duties as well as the Liaison for Michelle Hawkins class.

Old Business:

Erin says thank you to everyone who donated toys to the Santa's workshop herself and a few helpers drove a few truckloads down. They were very appreciated but in the future they would like the donations brought a little sooner. She realizes we were tight on time this year.

New Business:

Info night: looks to be covered lots of volunteers.

High tea and Silent Auction: last year we raised over \$5,000. We would like to start early.

Dates options are first choice May 6th 2nd choice April 29th

Email will be sent around to confirm a meeting for the tea committee members.

Kristi did the Ziva Spa fundraiser and raised \$300, planning another fundraiser for Mother's day and Valentines day. Hoping to have a table set out for packages to be purchased easily. Motion on the floor for Ziva Spa Fundraiser's all in favour, passed.

Shelley Schorno- epicure representative; volunteering to do a party here at the school and proceeds going to Montessori. Proposing to make \$5,000 depending on orders. Order forms can also be sent home to willing people to collect outside orders from people that may not attend the spice night for March 7th is the space is available Motion on the floor to adopt shelley's spice night fundraiser all in favour, motion passed.

Pi Day- last year the fundraiser was done by Ms Custer's class and raised over \$400 and would like to include the other classrooms this year. motion on the floor to adopt the pi day fundraiser all in favour, motion passed.

Motion on the floor to add Korina Rushton and Shelley Schorno to fill the 2 board member spaces. All in favour motion passed. Signatures we added to the 2011 AGM Minutes hard copy.

Meeting Adjourned: 9:03pm