

## Kanaka Creek PAC Minutes

Wednesday July 12th 2017

7.00 PM

1. Welcome . Introductions of the Current Executives took place - Chair, Angela Downey; Vice Chair, Carla Neiva; Treasurer, Amanda Maliwat; Secretary, Louise Smith; Fundraising Co-ordinator, Laura Kelly; Hot Lunch Coordinator, Angela McFadyen. Apologies: DPAC Rep, Christine Calvert ; DPAC Rep, Deanna Lackey; Fundraising Coordinator Lesley Berry. Introductions of Attendees: Principle Gwyneth Dixon-Warren; Vice Principle; Jennifer Fuhrman Jackolynn Wright, Dawn Flanagan, Heather Lambert;
2. Approval Of Minutes - June 7th 2017  
Motion: Amanda Maliwat  
2nd: Carla Neiva
3. Approval of Agenda - July 12th 2017  
Motion: Laura Kelly  
2nd: Jackolynn Wright
4. **BUSINESS ARISING**
  - 4.1 Artist In Residence -The Container is complete
  - 4.2 Carnival - Profit - \$8,315.41.  
**Analysis of Carnival:**  
**Success.** Est 600 attendees, good weather, hot (=many ice cream treats and freezies sold).  
Profit est \$8300. Sponsorships very important to offset costs esp food. Donations from Save On for hot dogs, buns, condiments and water, Panago for 30 of the large pizzas, royal Lepage for the freezies.  
Passes were well received: 387 presold in spite of very short turn-around time on the order (3 days). Approx. 600 passes sold on the day of the event. Two ticket booths running from 5-8pm, but could shut one down at 7pm. Someone suggested several posters around showing the tickets (red for meals, yellow for food and blue for prizes) to avoid confusion by volunteers and kids.  
**Food**  
-ran out of yellow food tickets  
-need to fully brief all sellers that blue tickets are ONLY for prize table (they are worth about 5 cents!)  
-popcorn \$1; popped about 250, sold about 200  
-freezies \$1: sold 578 freezies; need at least 3 pairs of scissors to open them at the table

- candy floss: \$3: need to buy cones, not make them (too flimsy) 1 lg sugar container was fine. Amt sold was limited by how fast the machine could work. Cannot premake as it get all soggy in a bag
  - ice cream \$3: purchased 220 items, sold all ice-cream sandwiches and revel cones, but 48 creamsicles left over
  - candy skewers \$2 123 sold, and 180 candy bags
  - water \$1 : 574 bottles sold and juice boxes 120
  - hot dogs: donated 240, used 192
  - pizza: got 70 large pies (8 slices each), sold 50. (20 pies given to volunteers at the end)
- Games**
- all games borrowed from Laity view. One fatality, thought to have been taken back outside on the day following and vandalized. This will need to be replaced. All games are now stored in the shipping container, and will need to be returned to LV in September.
  - lollypop tree used 200 small lollies and 18 large ones before 7pm.
  - pie in the face (now owned by us): 10 large cans of whipping cream and 10 small ones, all used by 7pm
  - cake walk: 44 cakes donated, ran out by 7:30 pm

### **Attractions**

Well run by staff and well attended. The bouncy slide really should have 2 people working to mark tickets and ensure safety and kids going down in an orderly way.  
Raffle baskets

- need to sell tickets next to the baskets, and ensure only white tickets go in.

### **Prize table**

-thousands of tickets turned in, large lines at 8pm so need to ensure adequate volunteers. Most kids choosing things in the 3-10 ticket range. Candy was most popular.

### **Some brainstorming ideas for next time:**

Buttons/badges that say "ask me about raffles tickets"

Raffle basket tickets to be sold closer to the location

Ensure fire extinguisher out at food location

Male cleanup crew

More cakes for the cake walk

Send survey to the parents - with 3 quick questions - what was your kids favourite thing, what would you change, what was your favorite thing

## **5. Reports**

### **5.1 Chair: Angela Downey**

i)AGM - Wednesday. Send out announcement this week - 60 days before. Heather Lambert to run the AGM. First week of school notify others of positions within the PAC.

## **5.2 Principal: Gwyneth Dixon-Warren**

i) Huge thank you for the great work the PAC does for the School - No further report

## **5.3 Treasurer – Amanda Maliwat**

i) As of July 12th 2017 the General account balance stands at \$28,148.18(\$10k aside for playground).

ii) As of July 12th 2017 the Gaming account balance stands at \$3,833.47

iii) Freeze day raised \$432.73.

## **5.4 Hot Lunch: Angela McFayden**

I) No Report

## **5.5 DPAC: Deanna Lackey/Christine Calvert**

I)No Report

## **5.6 Fundraising: Laura Kelly**

i)Carnival report as above.

## **7. New Business:**

i) PAC 101 - Angela Mcfadyen brought forward an idea to design PAC 101 to include that if parents do not have time to attend meetings they can make a difference in so many other ways - volunteering. Angela will head this up

ii) No fall Business Fair this year

ii) Christmas Raffle Baskets fundraiser - run it for a week - have them displayed in the school around the conferences in November.

.

Meeting closed at 7:45pm

**Next meeting will be the AGM & Elections  
Wednesday September 20th 7pm In The Library**

