

PAC Special Meeting (virtual over WhatsApp)

June 9, 2024

8:00pm start- 10:03pm end

Meeting Minutes

Family Picnic Planning

- two floor plans in case of rain - Plan A and Plan B
- Arvind will be volunteer coordinator
- Popcorn to run for first 1hr/1.5 (6 adult volunteers)
- Need to melt coconut oil in tub ahead of time, scoop out fat in portions ahead of time
- start popcorn around 3:30pm, extra popcorn to be put into clean tub
- Will require a map made for event Rainbow, Mashiko, Reel & Mac and Cheese
- if raining, set up food vendors next to gym doors and RCMP and fire in staff parking lot
- if weather is good, vendors to be in parking lot next to basketball courts
- Freezie table to run from 4:30-6:30pm (6 adult volunteers needed), need coolers for freezies
- Freezie table will have list of families to check off, if not on list, right their name down and give freezies only to kids
- If raining, freezies and popcorn to be handed out from gym kitchen
- For freezies, need garbage bin for cut plastic and scissors
- Rabbitats will run from 5:30 pm-7pm
- Rabbitatts need a timer in place to limit visits
- volunteers for Rabittats (grade 7 volunteer ½ hr shifts 6 volunteers)
- Rabbitats to be set up near under cover area along class rooms if sunny
- If raining, they will set up under a tent in the front lawn
- grade 7 volunteers will be given candy after event
- hoping to use craft boxes from Kerluke for craft table (can only run if 6 grade 7 volunteers are obtained)
- if supplies get used up, PAC can replenish them with funds
- Band will be set up in undercover area if weather is good
- If weather is bad, will be set up on the gym stage
- Burnaby Neighbourhood House face painting to be set up near Rabittats and Freezie table if weather is good.
- If weather is bad, table will be set up in gym
- we need garbage bins around the event
- PAC members to take turns to be floating around

- we have 3 tents to use if raining, will set up 1 for Rabittats, and 2 in front of gym doors leading to vendors

Appreciation Lunch

- Vivian to program event tonight on Munch A Lunch
- donations for teacher treat days next year
- any extra funds can be donated to teacher treat or
- Lasagna meat and vegetarian from Argo
- Samosas from Mcmosa's
- Bin 4 for possible sliders?
- is anyone else gluten free who RSVP'd?
- caesar salad from costco
- estimating 80 people

Financial Update

- Missy working on application for Grant, due at end of the month
- at the end of the year, we anticipate have surplus of \$3000 - \$5000
- at AGM we need to vote on how this money can be spent for the school
- money to AV, is it the projector that was prioritized first?
- \$470 from hot lunch profits on sports day to be spent on gator balls
- consider remaining funds to be allocated half to AV then half to consumables

Action Items

- Vivian - check with Burnaby Neighbourhood House to check if they have table and tent
- Put cones to block off the parking lot at 3:15pm on day of Family Picnic Event
- Arvind to discuss with Ms. Kerluke regarding grade 7 volunteers and craft boxes
- Charmaine to create floor plan for Family Picnic
- Charmaine to bring clean popcorn bin, water/vinegar mixture, paper towels on day of event
- Day of event, we need the following tables:
 - 1 x crafts
 - 2 x Freezie table and door prizes
 - 1 x popcorn

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- Vivian - signage for popcorn to sign up for FB and print out PAC recruitments
- Day of event - cut popcorn bags, set out tables, tents and put up signs
- Tiffany to send request for volunteers for Family Picnic