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## **Minutes for TPAC Meeting October 10, 2023**

### **Attendance:**

Kirsten Wall, Stacey Fraser, Nancy Hodgson, Megan Fuller, Kelly Boxhall, Bala Vudayaraju, Liz McMaster, Christina Apa, Kyla Hanham, Ashley Newman, Erin Shardlow, Julena Lovegrove, Liz Butterfield

### **Call to Order:** at 7:01 pm by Bala

Adoption of meeting minutes 1st Julena and 2nd by Stacey.

Meeting minutes – 1st Megan and 2nd Kelly

### **Opening Remarks:** Land acknowledgement by Bala

### **Communications Update:**

- Website - Jacob, a past Torquay parent, hosts the website for free, but pays for the domain. Requesting USD 45.99 (*\*\*Update since PAC meeting that the amount is 48.29USD*) this year and annually. We looked into options two years ago and asked about traffic - Bala looked at the trends (about 332 to 518 people in late September and early October - used for Halloween Howl). Vote in favour of paying for this year and review at the end of the year to ensure how to move forward. Motion passed, with all in favour.
- Liz B. will join [the Victoria Confederation of PACs](#) and report any noteworthy findings back to the PAC.

### **Financial Update:**

- The current balance is \$60,000, with a total of \$27,000 in expenses and income. No movement to update on while Megan is still working to get access to the bank account.

### **School Held Funds:**

- Ms Garat is waiting on reimbursement for her class chick incubator, and Ms. Apa for supplies.
- Ashely N. has experience with Purdy's fundraising. In the past, we've run it for Christmas and Easter (Easter Purdy's typically goes towards Grade 5's). Ashley will find dates and report back Liz M and PAC. She noted deadlines are coming quickly for Christmas orders.
- Garden Works \$5 on a \$25 gift card and \$10 on a \$50 gift card - Erin will explore this further and report back to the PAC.
- Refire Food - a passive fundraiser where we put it on the website, and a portion of the products purchased go towards Torquay - Erin will also explore this and report back to the PAC.

### **Events Update:**

- **Halloween Howl** - Earlybird ticket pricing has been extended until October 16. We will put out a note to parents saying if someone purchased tickets at full price, please reach out to us, and we resolve.
- Consider running a survey on Halloween Howl response – ticket prices, etc... use this time to reiterate where the raised funds are allocated. Stacey will look for old Survey Monkey results from 2021. This survey could be a platform for suggestions on where our community would like to see fundraised money go.
- Julena suggested making the event free to volunteers and including a chill-out area for those who would like a less stimulating experience - Kids Klub space? (Lambrick volunteers can help). We discussed lowering music levels for the first hour of the event.
- Discussion about glitches when purchasing tickets - limits on how many tickets you can buy.
- Liz M. discussed volunteers for events - Lambrick students (Lambassadors) receive school credit for their volunteer work at Torquay. Lambassadors to hand out pre-paid tickets at the door.
- Stacey to retrieve the volunteer sign-up sheet of emails from the welcome picnic.
- **Guess My Job** - November 7 - Liz M. would like more referrals families may have for this event. She would like candidates that help us challenge our stereotypes - she will reach out to our community for suggestions.
- **Bike Walk Roll Week - District Event** - We will participate next year (we were notified a little last-minute this year). Stacey will contact the District to let them know we are open to it next year - and have already participated in our own version of this event.
- **Fun Lunch** - Tuire is asking to pass on website support, and Ashley has volunteered to be trained on the process. (*Thank you, Ashley!*)
- Discussed errors last week, and Ashley confirmed that Subway shouldn't be an issue as she worked on this week's order.

- Kirsten will find last year's Fun Lunch Excel spreadsheet and work with Ashley to send this out to all Fun Lunch families who have expressed interest in helping. After all the vendors have delivered once, she will speak to Admin to explore how many volunteers are needed going forward. We discussed the possibility of a '*Fun Lunch Club*' - have the grade 5's help with delivery.
- **Spirit Wear** (Julena L. reported on Spirit Wear update) For Gr. 5, T-shirt or hoody, we encourage parents to reach out if these pieces are outside their budget for confidential financial aid from the school/PAC. Around Christmas, we will look into Spirit Wear for the rest of the school. Liz M, Kate, and Kim will locate Spirit Wear samples and email grade 5 families to order for the fundraiser.

### **School Admin Report:**

- We are looking to update our goals and challenge our values and biases. We will share it with the school community as we progress with that.
- **Orange Shirt Day:** Our drum circle on September 29 was well received, and we'd like to use our 12 drums more throughout the year. We're considering a new indigenous drum-making workshop for parents.
- Lambassadors - Reading Buddies, want to hold a Halloween event in the last hour on Friday, October 27
- **Cops for Cancer** \$ 2,500 raised! (Sophie H won principal for the day.)
- **Book Fair** – Ben raised \$2,000+ profit for the library. \$1263.25 worth of books purchased for the library from book fair profits. \$144 worth of books bought for classrooms from book fair profits. \$658.28 additional cash profit. That is a \$2065.53 profit for the school! (*Thank you, Ben!*) Parents also donated at least another \$200 in books to classroom libraries.
- BC ShakeOut is October 19 - all schools same day, same time.
- ProD Day October 20 - Liz will include all future Pro D days in the next newsletter.

**Meeting Adjourned:** at 8:19 pm by Bala.