

## ACES Meeting Minutes December 11, 2018, CCHS, 7pm

In Attendance: Nick, Amy, Lexi, Lindsey, Maureen, Ronna  
Melanie at 7:27

Item	Topic	Discussion /Action	Follow Up By Who/ When
1	<b>Call to order 7:04 pm</b>	Motioned by Lexi Seconded by Lindsey	
2	<b>Approve Agenda</b>	Motioned by Lindsey Seconded by Nick	
3	<b>Approve November 20, 2018 Minutes</b>	Motioned by Lindsey Seconded by Lexi	
4	<b>Calendar Updates and Upcoming Events</b>	Christmas concert on December 18 <sup>th</sup> Solstice spiral on December 20 <sup>th</sup>	
5	<b>President</b>	No questions regarding Lexi's board report  Schedule C from Master Agreement review: Review roles and responsibilities for ACES. Lexi has made note of suggested changes and will amalgamate and bring to meeting with Chris Rogers.	<b>Maureen</b> to arrange Christmas cards for the teachers, EAs, admin, Mary and Renee. <b>Lindsey</b> to sign.  <b>Lexi and Lindsey</b> to follow up with Chris to clarify roles and responsibilities for ACES as per Schedule C of the Master Agreement.
6	<b>Vice President</b>	No questions regarding Lindsey's board report  Meeting with Chris McPhee in January	
7	<b>Fundraising</b>	Not present  Request for additional funds to support playground committee in addition to the \$75K already dedicated for this purpose: Our current budget does not allow for additional funds to be dedicated to this purpose. Our budget is already set for this year. Additional funds should come from playground specific fundraising/grant writing.	<b>Lexi</b> will coordinate with Amy and Nick to undertake grant writing. <b>Lexi</b> commits to writing one application over the holidays.

8	<b>Treasurer</b>	<p>No questions on board report</p> <p>MOTION - Motion to approve year end financials by Lindsey, seconded by Lexi</p> <p>MOTION – Motion to appoint Collins and Barrow as our accountants for the next fiscal year by Lindsey, seconded by Ronna</p> <p>If we raise more than \$50K, we may be subject to GST on it. We are currently forecasting to raise \$35K this year.</p>	<p><b>Nick</b> – to connect with Alberta Societies to see if our financials need to be audited each year. See <a href="https://www.servicealberta.ca/Societies.cfm">https://www.servicealberta.ca/Societies.cfm</a></p>
9	<b>Festivals</b>	<p>Winterfest          -attendance numbers were up from last year (326 people).          -ticket sales were up from last year          -food sales down; ACES retail up          -vendor tables were down; Melanie debriefed with vendors about how to arrange vendors for next year</p> <p>Going forward, would it be an option to use the popcorn machine to sell popcorn at events at the high school? E.g. Newsies.</p> <p>Is Winterfest a community event or a fundraiser? It is a community event. Could consider possibility of having a couple of free activities in the future. In general, \$20 per child seems reasonable.</p>	<p>Storage will need to be emptied and repacked in the new year. <b>Melanie</b> to arrange a meeting for this.</p> <p><b>Lexi and Lindsey</b> to check with Chris and Hans on the popcorn sales option.</p> <p><b>Ronna, Lexi and Melanie</b> to meet to discuss options for ensuring we have sufficient volunteer commitment for festivals going forward (e.g. volunteer coordinator, adjusting volunteer expectations by grade). <b>Ronna</b> to ask Spring and Diane for ideas on how to engage volunteers.</p> <p><b>Melanie</b> to ask Melanie Wood if she will lead Candlemas this year.</p> <p>Follow up with ACES on Springfest in new year.</p>
10	<b>Director at Large</b>	<p>Speaker series talk at the end of January (nature focused). Diane is in the province in February so would be good to have her then.</p> <p>Idea to do a series of recorded talks by experts and have the videos available on our websites as parent resources.</p>	<p><b>Ronna</b> to look into options for video recording and specifically setting up a dedicated You Tube channel.</p>
11	<b>Admin</b>	<p>No questions on board report</p>	<p><b>Maureen</b> to check links to the Alpenglow Parent Handbook on CRPS and Alpenglow websites – the links in the table of contents to the Vision and Mission may be broken.</p>
12	<b>Playground Update</b>	<p>See Fundraising above. See Playground Committee Meeting Minutes.</p>	
13	<b>In Camera</b>		
14	<b>Meeting</b>	<p>MOTION – Motion to adjourn by Lindsey, seconded by Ronna</p>	

	<b>Adjournment</b> 10:02pm		
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