



St. Matthew CSCC Meeting
April 15, 2024
6:30PM

Meeting Minutes

Members Present: Natasha Scammel, Nevin Dube, Yvonne Sirdar, Andrea Thomas, Maryellen Mann, Mark Bernard

Online Members - Natashia Schoenroth, Stacie Kessel

Guests: Sabrina Youck and Carl Bowie

<u>Agenda Item</u>	<u>Decision/Action Taken</u>	<u>Person(s) Responsible</u>
Opening Prayer	Recited as a group	Members in attendance
Approval of February Minutes	Motion Second	Nevin Sabrina
April Agenda	Motion Second	Andrea Sabrina
School Administration Report	See Attached Document	Yvonne
Chair Report	<p>Community Building Ideas Spring Clean Up Date</p> <ul style="list-style-type: none">April 21 – Information to be sent to Angela to get the date and time to be included in the newsletter. Hot Chocolate to follow. Andrea will get garbage bags from Angela this week. <p>End of Year BBQ</p> <ul style="list-style-type: none">June 18 with Coney Island providing the hot dogs and hamburgers at \$4 each/ \$4.50 for veggie options if we provide the drinks for 247 staff and students. We would need to purchase any gluten free items. Last year we purchased chips and juice boxes. Yvonne will send out a survey for staff and students to choose ahead of time. <p>Bank Account Signing Authority</p>	Natasha

	<ul style="list-style-type: none"> The CSCC needs to have 3 people on the bank account including the chair. The new chair will need to be added following the AGM. Natasha will help with transition as she finalizes her time in the position. 	
Treasurer Report	Reviewed financial documents – no recent changes	Andrea
Fundraising Report	<p>Mabel's Labels</p> <ul style="list-style-type: none"> Notice to go out on Monday. Yvonne has added an information flyer to the brochure to give family more information. <p>Spring Basket Fundraiser roll out! May 13-29 ticket sales</p> <ul style="list-style-type: none"> Draw date: May 31 at the assembly Will play slideshow to advertise it at the Family Movie Night Will set up a schedule of CSCC volunteers to sit at the basket table and collect money for morning recess during the selling window. Ticket printing – Nevin has a quote from Impact. Natasha will get one from Eagle to compare. Price point per basket – \$2/ticket with 10 in a book or \$20/book of tickets. We will need a license through SLGA. Natasha to follow up. Organize baskets on April 29 from 4:00-4:30. Sabrina will take pictures and create a slideshow to play at the movie night. Will ask families to sell a book of tickets and request more, if they wish to sell extra. <p>Family Movie Night in the Gym</p> <ul style="list-style-type: none"> Planned for May 3rd in the school gym. Doors to open at 6 p.m. with the movie to start at 6:30 p.m. 6 adult volunteers needed and will ask for grade 8 volunteers to assist with the canteen. Natasha will organize and donate the popcorn and machine. Sabrina will organize the other canteen items. Andrea will get her the canteen info from the Howl. We need at least 6 adults to supervise gym, hallway and canteen areas. We will use the front door but block off hallway. 	All

	<ul style="list-style-type: none"> • Yvonne outlined possible pricing that has worked elsewhere as 3 items for \$5 to simplify canteen. • No entry fee. An adult must attend with students. • Canteen will sell pop, juice, nut free chocolate bars, chips, cheezies and popcorn. • Natasha has a flyer to send out to families. • Despicable Me is the movie chosen. Yvonne will take care of setting up the projector and accessing the movie. 	
Parish Report	Maryellen has become the new Parish liaison.	
Members at Large Report	Nothing to Report	
Upcoming Meeting Dates	<p>April 29th, 2024 – Basket item drop off and organization between 4 and 4:30 p.m.</p> <p>May 13th, 2024 at 6:30 p.m.</p> <p>June 10th, 2024 – AGM at 6:00 p.m. with CSCC meeting to follow</p>	
Closing Prayer	Recited as a group	Members in Attendance
Adjournment		