



## **SJD PAC Executive Meeting**

DATE: 01 October 2019

TIME: 7:00 pm

LOCATION: The Collective

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### **Key Links**

[PAC 2019 - 2020 Executive / Members at Large](#)

[SJD Class Reps](#)

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### **Agenda/Meeting Notes**

1. Slack.com - app
  - a. SJD PAC will give this a go; download the app / create a login :)
2. Fernwood Coffee
  - a. Price Increase
  - b. Organizer: Nicole
    - i. Hoping to have it up and running for mid October
3. Bulletin Board (inside and outside the school)
4. Newsletters
5. PAC Treats
  - a. Email receipts to Alice
    - i. Food
    - ii. Coffee / tea already there
  - b. 6:15 pm set-up
    - i. 16 October 2019
      1. Danielle / Laura
    - ii. November 2019
    - iii. February 2019
    - iv. April 2019
      1. Maylyn / Adrian
    - v. May 2019
      1. Katherine / ?
6. Purdy's Chocolate
  - a. Organizer: Nicole
  - b. Give Genevieve Purdy's Online folders
  - c. Make Posters (Talk to Bryan)
  - d. First order: Christmas deadline
7. Halloween Party - Thursday 24 October 2019
  - a. Music
    - i. Organizer: Laura
    - ii. Confirmed Maylyn to pick up
  - b. Food



- i. Organizer: Nicole
- ii. Need Supplies
  - 1. Danielle to follow-up with Oxford food for juice box donation
- iii. Food Posters
  - 1. Julia to complete / laminate
- c. Recycling
  - i. Garbage, recycling, plastic recycling
  - ii. Coordinate with Doug
  - iii. Katherine to follow-up with friend for bins and signage
  - iv. Danielle to coordinate with Doug (Katherine to follow-up)
- d. Bake Sale Coordinator
  - i. Make sure you have table cloths
  - ii. Make 2 posters - bake sale by donation
- e. Popcorn
  - i. Posters
  - ii. ?\$/Bag
  - iii. Popcorn is out; ice cream?
- f. Cotton Candy
  - i. Organizer: Jordan
  - ii. Posters
  - iii. \$3
  - iv. Suggested price increase to \$4
- g. Photography
  - i. Looking to set up a red carpet and self serve photo area
  - ii. Adrian to order the red carpet
- h. Library Room (Crafts)
  - i. Posters Made
- i. Spookie Room ???
  - i. Blacklight
  - ii. Decorations
  - iii. Friends of Justin will harass him to provide high-level support with PAC members doing the heavy lifting
- j. Decorator
  - i. Organizer: Jeanine
  - ii. Adrian looking into lights
- k. Fernwood Coffee / Swag Table
  - i. Katherine to man the table
  - ii. Julia to order additional swag (~10 each) of:
    - 1. Hats
    - 2. Toques
    - 3. Shirts of each size
  - iii. Nicole to coordinate Fernwood coffee
  - iv. Square to be set up at this table



1. Fees
  - i. Entry fee \$20 / family
  - ii. Julia to look into getting a (free) mobile ATM machine
- m.
8. Key Fundraisers
  - a. Halloween Party
  - b. Holiday Emporium
    - i. Organizer: Emily
      1. Will set up a Slack Channel to organize
  - c. Pancake Breakfast
  - d. Art Jam
  - e. Movie Night
  - f. Education (?)
    - i. Feb - March in gym
9. Playground
  - a. Laura to follow-up with Mayor Helps
  - b. Grant writing coordination to begin
  - c. Action plan to start one section this year to be thought through
10. Other Notes
  - a. Julia to laminate / store posters moving forward to minimize duplication of work
  - b. Adrian - fundraising background (wahoo!) - to dig a bit deeper
  - c. Ideas for next year:
    - i. Costume consignment leading up to Halloween
  - d.