



# PARENT ADVISORY COUNCIL

## CTS PAC Board Of Directors Meeting

Date: November 25, 2010

Place of Meeting: Gret Dowd's home

Attendees: Duncan Cardinal, Gret Dowd, Melissa Nute, Stacey Haase

Regrets: Ken Su

Next BOD meeting date: January 17th, 2010 7:30pm Gret will host

All BOD meetings will take place, unless otherwise noted, on the Monday, 8 days prior to the PAC OSM at 7:30pm. Location to be determined at previous months BOD meeting.

### Review previous meeting minutes

Google Calendar has been created.

**ACTION:** Add "Cash Management Procedure Policy" to January/11 BOD Agenda

Playground Bench installation quote came back at approx. \$1000 per bench.

**ACTION: Melissa** to inquire about the School Districts "Installation Grant"

### Finances

Halloween Dance profit - \$930.72

Funds Request for the over-budget (\$93.95) amount will be presented for vote at the Nov PAC OSM

Funds Request Guideline Amendment – Stacey to propose the following amendment at the Nov PAC OSM.

*All receipts/invoices are to be presented to the CTS PAC Treasurer within 2 weeks of the fundraiser concluding. Upon receipt of the receipts/invoices, the reimbursement will be issued within 2 weeks.*

*Reimbursement of any receipts presented after the 2 weeks deadline will be at the discretion of the PAC BOD.*

### CTS Sign Messages

Sign messages for Nov/Dec/Jan have been noted and will be added to the Google Calendar.

### PAC Socials

December 3/10 – Holiday Movie night.

Title to be voted on at the Nov PAC OSM

Discussion: Possibly moving the Feb 25/11 Social to Feb 11/11 and holding a Valentines Dance/Social.

Present idea at the Nov PAC OSM.

### Bottle Drive

Chris Kachansoki will be present at the Nov PAC OSM to confirm details.

Suggestion: Send out a Volunteer Request notice via the Class Reps.

### Discussion

PAC hosting a Pizza Day. Potential cost \$500. Send an Opt-Out/Allergy Notification notice to parents.

Preliminary OSM Agenda discussed/reviewed

Meeting adjourned