



**MEETING MINUTES 09/19/2024**

**HBPA – BOARD MEETING - 2024/25**

**Attendees /Distribution To:**

A	D	Name	Position	Contact Information
X		Amber Vander Leest	President	<a href="mailto:president@humblebeginningsplayschool.ca">president@humblebeginningsplayschool.ca</a>
X		Emily Spreen	Vice President	<a href="mailto:vicepresident@humblebeginningsplayschool.ca">vicepresident@humblebeginningsplayschool.ca</a>
X		Chad Nelson	Treasurer	<a href="mailto:treasurer@humblebeginningsplayschool.ca">treasurer@humblebeginningsplayschool.ca</a>
X		Dixi Fritz	Secretary	<a href="mailto:secretary@humblebeginningsplayschool.ca">secretary@humblebeginningsplayschool.ca</a>
X		Kara Stepanko	Fundraiser Coordinator	<a href="mailto:fundraising@humblebeginningsplayschool.ca">fundraising@humblebeginningsplayschool.ca</a>
X		Lindsay Carpenter	Volunteer Coordinator	<a href="mailto:volunteercoordinator@humblebeginningsplayschool.ca">volunteercoordinator@humblebeginningsplayschool.ca</a>
X		Cassidie Miller	Media Coordinator	<a href="mailto:media@humblebeginningsplayschool.ca">media@humblebeginningsplayschool.ca</a>
X		Alanah Wurban	Registration Coordinator	<a href="mailto:registration@humblebeginningsplayschool.ca">registration@humblebeginningsplayschool.ca</a>
X		Samantha Besler	Teacher	<a href="mailto:teacher@humblebeginningsplayschool.ca">teacher@humblebeginningsplayschool.ca</a>

+ Attendee list in Appendix A

**Minutes:**

ITEM	SUBJECT	DESCRIPTION	MOTIONED BY	2 <sup>nd</sup> APPROVAL	FOLLOW UP ACTION
<b>1.0</b>	<b>GENERAL</b>				-
1.1	Call to order	Call to order at: 7:13 PM	Amber	Chad	N/A
1.2	Review Previous Meeting Minutes	Corrections:			None

ITEM	SUBJECT		FOLLOW UP ACTION
<b>2.0</b>	<b>BOARD REPORTS</b>	-	-



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2.1	President Report	<p>-Picture day is coming up. Split between 2 days due to very full classes. AM class on Monday. PM class is October 7. Amber will send an email for Monday class.</p> <p>-All board members sign AGLC form and Code of conduct form.</p>	
2.2	Vice President Report	<p>-Email Monika cleaning dates and meeting dates</p>	
2.3	Treasurer Report	<p>-Tamara is no longer on the board. Chad Nelson will be taking over as treasurer.</p> <p>-Amber and Kara will still be on the board.</p> <p>-Amber, Chad, and Kara will have signing authority for the bank account.</p>	
2.4	Secretary Report	<p>-Updated board member contact list.</p>	
2.5	Fundraising Coordinator Report	<p>-Old Dutch is going great.</p> <p>-fundraising meeting coming up, for all fundraising that involves the school. Bring a list of ideas for fundraising to bring.</p> <p>-Need to pick a date for the bike-a-thon. After Thanksgiving weekend?</p> <p>-Do we want to do Bear tracks?</p> <p>-Will need volunteers to help sort the Old Dutch orders.</p> <p>-No honey/ Coffee fundraiser this year.</p> <p>-Pierogies and Sausage was a great hit, will use A&amp;A sausage again</p> <p>-Spring Photos?</p> <p>-Bottle Drive will do it again.</p> <p>-Chicken poop bingo- schools spring fundraiser</p>	-

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		<ul style="list-style-type: none"> <li>-April 12 Banquet, live auction, Silent auction (whole school) Money from chicken shit bingo goes to playschool.</li> <li>-Mixing spoons, again?</li> <li>-Cass- ceramic artist... make mugs? glaze? figure something out for a fundraiser?</li> <li>-Bike a thon is the only fundraiser where 100% donations go to the school.</li> <li>-Will send us update after the fundraiser meeting.</li> </ul>	
2.6	Media Coordinator Report	<ul style="list-style-type: none"> <li>- After getting admin access to facebook pages will take over posting.</li> <li>-</li> </ul>	
2.7	Registrar Report	<ul style="list-style-type: none"> <li>- Needs access to the email.</li> <li>-Added a new student to the class.</li> </ul>	
2.8	Volunteer Coordinator Report	<ul style="list-style-type: none"> <li>-Sending out emails about roster days, and will be sending emails for Cleaning days. First one is on Sept. 26.</li> <li>-</li> </ul>	
2.9	Teachers Report	<ul style="list-style-type: none"> <li>-Asked for a Mastercard for class</li> <li>-We need to book, in advance anything that we are doing ie. cleaning days, laundry etc. Know when it is an appropriate time to enter the office/staff room.</li> <li>-October 3- Open house for NHCS @ 2pm-7pm, get the playschool to set up a display.</li> </ul>	

ITEM	SUBJECT	DESCRIPTION	RAISED BY	2 <sup>nd</sup> BY	VOTES FOR	VOTES AGAINST	FOLLOW UP ACTION
<b>3.0</b>	<b>OLD BUSINESS</b>						
3.1	Mastercard	<ul style="list-style-type: none"> <li>-Mastercard for Sam</li> <li>-</li> </ul>	Lindsay	Dixi			Octobers meeting

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ITEM	SUBJECT	DESCRIPTION	RAISED BY	2 <sup>nd</sup> BY	VOTES FOR	VOTES AGAINST	FOLLOW UP ACTION
3.2							
3.3							
4.0	<b>NEW BUSINESS</b>						
4.1	Bike-a-Thon	-Date October 19 @ 12:00pm -Potluck -Need Volunteers for set up/clean up (5 volunteers total)					
4.2	Time sheets and Deadlines/pay day	-When to have them completed and handed in? -Last day of the month for pay.					
4.3							
4.4							
4.5							

ITEM	SUBJECT	RAISED BY	DESCRIPTION	FOLLOW UP ACTION
<b>5.0</b>	<b>INFORMATION</b>			

ITEM	SUBJECT	RAISED BY	DESCRIPTION	FOLLOW UP ACTION
<b>5.0</b>	<b>INFORMATION</b>			

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ITEM	SUBJECT	RAISED BY	DESCRIPTION	FOLLOW UP ACTION
5.1	Monthly Meetings & Agenda			INFORMATION ONLY

ITEM	SUBJECT	RAISED BY	DESCRIPTION	FOLLOW UP ACTION
<b>5.0</b>	<b>ROUND TABLE</b>	-		

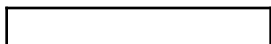
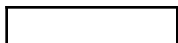
ITEM	SUBJECT	DESCRIPTION	FOLLOW UP ACTION
<b>6.0</b>	<b>GENERAL CLOSING</b>	-	-
6.1	Next Meeting	Date: October 21, 2024 Time: 7 PM, New Humble  Location: New Humble School Preschool Classroom/gym	To be posted immediately on Social Media.
6.2	Meeting Adjourned At 8:55PM	Adjourned at: 8:55 by Amber, seconded by Dixi	-

**CONFIRMATION OF MEETING MINUTES**

I, the undersigned, have read the attached minutes and confirm that they are accurate.

Amber Vander Leest \_\_\_\_\_

Monika Bustin \_\_\_\_\_





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Tamara Perry

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Prepared by:  
Candace Rosenke  
Media Coordinator - HBPS

