



Attendees /Distribution To:

A	D	Name	Position	Contact Information
X		Amber Vander Leest	President	president@humblebeginningsplayschool.ca
X		Emily Spreen	Vice President	vicepresident@humblebeginningsplayschool.ca
X		Chad Nelson	Treasurer	treasurer@humblebeginningsplayschool.ca
	X	Dixi Fritz	Secretary	secretary@humblebeginningsplayschool.ca
X		Kara Stepanko	Fundraiser Coordinator	fundraising@humblebeginningsplayschool.ca
X		Lindsay Carpenter	Volunteer Coordinator	volunteercoordinator@humblebeginningsplayschool.ca
X		Cassidie Miller	Media Coordinator	media@humblebeginningsplayschool.ca
X		Alanah Wurban	Registration Coordinator	registration@humblebeginningsplayschool.ca
X		Samantha Besler	Teacher	teacher@humblebeginningsplayschool.ca
x		April Popik	Parent	
x		Taylor Huber	Parent	
x		Tasha Default	Parent	
x		Serena Knull	Parent	

+ Attendee list in Appendix A

Minutes:

ITEM	SUBJECT	DESCRIPTION	MOTIONED BY	2 nd APPROVAL	FOLLOW UP ACTION
1.0	GENERAL				-
1.1	Call to order	Call to order at: 7:01 PM	Emily	N/A	N/A
1.2	Review Previous Meeting Minutes	Corrections:			None

ITEM	SUBJECT		FOLLOW UP ACTION
2.0	BOARD REPORTS	-	-
2.1	President Report	Will be mailing Leduc regional housing Foundation our cheque for \$500 and letter about the christmas donation. AGLC has preliminary approved snow shoes, and Chad will look into the program snowshoes for school. Saskatchewan wildlife association. Attend the government subsidy meeting in regard to the new grant. Emily, myself and Alanah will be doing courses online after March 20th. Will update the board after training is complete.	
2.2	Vice President Report	WBC yearly report updated and filed	

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2.3	Treasurer Report	<p>General account - \$ 10,999 Savings account - \$ 41,344.44 AGLC account - \$ 9546.36</p> <p>January Income - \$ 11,391.96 Expenses -\$ 6498.30 Net \$9546.36</p> <p>February Income \$1878 February Expenses \$ 759.48 Net \$ 1118.52</p> <p>-22k shy on the annual budget for revenue -24k shy of annual budget for expenses -We have exceeded our administrative expenses budget by \$5k due to fundraising expenses -We are \$4200 shy of our facility budget, but have budgeted a 4k donation to the school that has not yet been issued. -We are 19k shy than our annual staff budget, but have exceeded our remittance budget by about \$1200 due to the arrears paid. -We are currently \$5600 under our annual programming budget -Still waiting for credit card to come in the mail -tURNS OUT THE REASON THE CRA REMITTANCES WERE COMING OUT OF THE AGLC. ACCOUNT IS BECAUSE THE PAYMENT SYSTEM WAS NOT SET UP INCORRECTLY. THE MONEY HAS SINCE BEEN MOVED BACK INTO THE AGLC ACCOUNT FROM SAVINGS. REQUEST MADE TO ATB TO HAVE THE ACCOUNT SWITCHED.</p>	
2.4	Secretary Report	-Nothing to report	
2.5	Fundraising Coordinator Report	<p>\$1009.00 raised Huckleberry fundraiser Growing smiles have been set up for later spring Oiler tickets 2 sets have been donated and will create AGLC licenses. \$10.00 per draw and will be using a website to help generate our online draw called Zeffy as recommended by Chad. It prints a report off for AGLC and keeps track of all money and draws. Will also do the draw for you so then its all generated online.</p>	

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2.6	Media Coordinator Report	Created a new social media brand plan for the school. Created and set up new templates up on canva for next year. Has been updating the website and re creating a new look. Going very well.	
2.7	Registrar Report	5 kids on owl waitlist, 1 on deer waitlist. Everything has been filed and ready to go for next year.	
2.8	Volunteer Coordinator Report	People are amazing! Cleaning went great and everyone showed up. Volunteers have all showed up and been great!	
2.9	Teachers Report	Couple of parents feel the lack of communication is lacking. Not hearing the news, the Newsletter needs to be longer like it was in previous years. Volunteering in a Christmas concert was chaotic and not enough direction. Not enough communication. Newsletters, social media, teachers' weekly emails, and calendars are all used for communication.	Update the handbook: Playschool is unable to book a bus for the future due to Alberta regulations. Samantha will send emails weekly/biweekly depending on activities.

ITEM	SUBJECT	DESCRIPTION	RAISED BY	2 nd BY	VOTES FOR	VOTES AGAINST	FOLLOW UP ACTION
3.0	OLD BUSINESS						
3.1	Morgan Level 1	Starting level 1 over again, has completed 21 hours so far, Emily will grab an update with Morgan and see if she has an extension letter.					
4.0	NEW BUSINESS						

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ITEM	SUBJECT	DESCRIPTION	RAISED BY	2 nd BY	VOTES FOR	VOTES AGAINST	FOLLOW UP ACTION

ITEM	SUBJECT	RAISED BY	DESCRIPTION	FOLLOW UP ACTION
5.0	INFORMATION			

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

ITEM	SUBJECT	RAISED BY	DESCRIPTION	FOLLOW UP ACTION
5.0	ROUND TABLE	-		

ITEM	SUBJECT	DESCRIPTION	FOLLOW UP ACTION
6.0	GENERAL CLOSING	-	-
6.1	Next Meeting	Date: March 27 @7:00 Location: New Humble School Preschool Classroom/staff room/google meet	To be posted immediately on Social Media.
6.2	Meeting Adjourned	Adjourned @ 8:15	-

CONFIRMATION OF MEETING MINUTES

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

Amber Vander Leest _____

Emily Spreen _____

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Chad Nelson _____

Prepared by:
Amber Vander leest in absence of Dixi Fritz
Media Coordinator - HBPS