

MCHS GREEN & GOLD SOCIETY, Board Meeting Minutes

07 December 2020, 6:30pm

Virtual Google Meet

Attendees: Cathy, Charlene, Fiona, James C, Kelly, Leanne, Nicole, Rochelle & Shannon

Absentees: None

1. **Call to order** – 6:36pm
2. **Approval of Minutes** - *Charlene motioned to approve 2 November 2020 minutes; Nicole seconds.* Fiona to send copies of previous minutes in pdf format to Charlene to put on the RAMP website.
3. **Correspondence** - None
4. **School Liaison / Athletics**
 - a. ASAA has been quiet - preparations being made at Provincial level, 60 schools represented, most people not ready to play; not a lot of interest at present for competition
 - b. E-Sports - guy from New York approached the school with a free online gaming league. Play others within your timezone in an after-school league for 3-5 different sports. 50 MCHS students so far interested. Will start in March; free this year, \$65/per person/season thereafter
5. **Treasurer Report** -
 - a. There was an AGLC concern over a submission from last year; the submission queried was the cost of lettering for the sweatshirts that is part of the year end awards. The rule is that if the cost is associated with something that the students keep, it cannot be paid from casino funds. The AGLC has agreed to allow it for last year but made note that it would not be allowed going forward
 - b. The AGLC course is online if anyone is interested in taking it to learn more about the specifics of how proceeds can be used
 - c. Budget to be updated with the RAMP/ivolunteer fees itemized
 - d. Discussion around purchasing software for accounting, either QuickBooks or Simply Accounting as this would standardise/simplify the books and allow greater flexibility with budgeting etc. Approximately \$200 (Darren used Simply Accounting in the recent past years). Discussion around purchase of laptop for treasurer to use, Leanne to check if she has a spare one that could be used.
6. **Bingo/Volunteer Report - noone has stepped into this position, update given by Shannon**
 - a. Dec 3 Bingo - there were some issues; 2 people did not show up until 5:50pm. We should have been penalized by bingo hall but appear to have not been.
 - b. Shannon to check with AGLC to confirm if we can pay for Hire-Out positions for the bingos from the bingo/casino funds; has been told that by a volunteer coordinator from another group - TBC. Spruce Grove Composite High School is currently hiring out for most of their bingo positions due to lack of athlete sign-up.
 - c. There have been a couple of graduated athletes who have signed up to work Jan/Feb bingos
 - d. With the newly announced Provincial covid guidelines - the bingos are reduced to 120 patrons (50 fewer); number of workers reduced by one for specials but not too many other changes
7. **Sports Registrar/Webmaster Report** -
 - a. Refund Fee process -
 - i. *Revised fees agreed via email on Nov 25, 2020. Athlete Fee of \$35 + Sports Fee of \$50 or 1 fundraising point*
 - ii. Mail has not been sent yet - Leanne plans to confirm rosters with Drolet, Charlene to make changes to RAMP, Fiona to send RAMP email instructions to committee, allowing mail to be sent next week
 - iii. Charlene has been discussing with RAMP the best way to process refunds. Will use a mass package update feature per division which can add a credit to each person. RAMP account balances are valid for current year only but can be manually moved to following year if required
 - iv. Charlene would like to change the way we build our divisions/packages going forward to make it easier in future, including changing the fee to be a % rather than a flat fee; current Global merchants fees range from 1.5-3.5%

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8. **Concession Report** - None
9. **Webmaster Report** - completed with Sports Registrar Report
10. **Casino/Gaming/Grant Report**
 - a. Cathy has sent updated committee member list to AGLC - will forward a copy to Nicole
 - b. School to supply a "Wish List" & quotes of equipment/assets for a planned June Grant Application - Cathy to investigate process
11. **Publicity and Special Events Report**
 - a. Apparel store now closed; 85 orders totalling \$1200 will be shipped directly to athletes' homes
 - b. Next store will be in the Spring - dates TBC
 - c. Rochelle has followed up on the missing cheque. A second cheque has been issued for \$825, please watch out for it in the school office
12. **Old Business** -
 - a. Fee Refunds - Volleyball & Swimming - SB/LC/CA - Complete in Sports Registrar/Webmaster Report. Leanne, Charlene, Shannon & Fiona to meet virtually next week to process refunds
 - b. RAMP generic emails - Fiona to send out instructions to all committee members
 - c. 2020 Graduate Athlete Points Outstanding Update - FM/SB - We have one more cheque still to cash. Only one came back **Not Sufficient Funds**, the rest were successfully cashed; 3 resulting bingo sign ups
 - d. 2021 Graduating Athletes Update of RAMP - SB - would like to put equivalent \$ value owing for outstanding points onto RAMP asap to highlight to graduating athletes what is still due. To be revisited in the new year after refunding process has been completed for current year volleyball and swimming fees
 - e. Proposal for New Process for Registration/Point Collection - SB/FM - to be revisited in the new year Discussion around changes to registration process include -
 - i. Charlene would like to redo the way RAMP fees are processed which would make it mandatory for previous year outstanding fees to be paid in full before any additional registrations could be made.
 - ii. One-time promo codes would be issued for board member positions - manual carrying forward from year to year
 - iii. Permission slip to all athletes allowing school to give G&G parental email contact information
 - iv. Member of G&G to sit in tryouts to gather information? Fee/registration for tryouts?
 - v. James C commented that school has to tighten up on their end enforcing the registration after teams have been identified
 - vi. Athletes cannot attend year end banquet if they are not up to date with payments
13. **New Business**
 - a. Letter of appreciation from Brooklyn Hemeyer for 2019-20 scholarship
 - b. Potential Grant Application June 2021 - discussed during Casino/Gaming/Grant Report from Cathy
14. **Adjournment** : 8:28pm

Next Meeting : Monday, 4 Jan 2020 - 6:30pm